

**Winnetka-Northfield Public Library District  
Regular Meeting of The Board of Trustees**

**THE MEETING WILL BEGIN AT 7:00 PM AND WILL BE HELD AT THE WINNETKA LIBRARY.  
INSTRUCTIONS TO JOIN VIRTUALLY POSTED AT [WWW.WNPLD.ORG](http://WWW.WNPLD.ORG)**

**AGENDA**

Monday, May 20, 2024

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. Approval of Minutes**
  - Approval of Minutes of the April 15, 2024 Regular Meeting\* (1 min)
- V. Financial Report**
  - April 2024 Financial Statements\* (5 mins)
- VI. Library Reports**
  - Director’s Report\* (10 mins)
  - President’s Comments (5 mins)
- VII. Liaisons to Other Organizations – Reports**
  - Winnetka Village (5 mins)
  - Northfield Village (5 mins)
- VIII. Unfinished Business**
  - Update on Northfield Renovation Project (5 mins)
  - Discussion & Approval of Paid Parental Leave Policy (15 mins)
  - Discussion of Library Participation in Winnetka Independence Day Parade (10 mins)
- IX. Communications**
  - The next meeting will be on Monday, June 3<sup>rd</sup> at 7 p.m. at the Winnetka Library to discuss the draft FY24-25 budget.
  - The next regular meeting will be on Tuesday, June 18<sup>th</sup> at 7pm at the Northfield Library.
- X. Public Comments**
- XI. Adjourn to Closed Session**
  - **Closed Session**  
5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
- XII. Return to Open Session**
- XIII. Adjournment**

\*Attachments

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT  
MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES**

April 15, 2024

**I. Call to Order**

The meeting was held at the Winnetka Library, 768 Oak St., Winnetka, Illinois. President Mitchell called the meeting to order at 7:01 p.m. A quorum was present.

**II. Roll Call**

Present: Trustees Travis Gosselin, Matt Kinnich, Sarah Munoz, Ranjini Shankar, Thomas Sundell, Sarah Tegel, and Board President Melissa Mitchell; and Library Director Monica Dombrowski.

Present were library employees Mark Swenson and Luvia Melero.  
Present was Winnetka resident Jeffrey Liss.

**III. Public Comments**

No public comments.

**IV. Approval of Minutes**

*Approve minutes of the March 18, 2024 regular meeting, the January 22, 2024 Decennial Committee meeting, and the February 19, 2024 Decennial Committee meeting.*

President Mitchell announced approval of the March 18, 2024 Regular Meetings Minutes, and of the January 22 and February 19, 2024 Decennial Committee meetings.

**V. Financial Report**

Trustee Munoz presented the March 2024 Financial Statement.

**VI. Library Reports**

*Library Director's Report*

Director Dombrowski presented the March 2024 Director's Report, which was included in the board packet for April 2024.

*Board President's Report*

President Mitchell had nothing to report.

**VII. Liaison Reports**

*Winnetka Village* – Trustee Gosselin reported the village council's approval of the 1 Winnetka plan and the Tower Rd. bridge closure.

*Northfield Village* – Trustee Kinnich reported the village council's budget approval, which included \$710,000 earmarked for capital improvement, as well

as landscaping for village hall and the library site. Also reported that the Happ Rd. improvement will move forward. Trustee Munoz reminded the trustees of the new Northfield village manager event.

### **VIII. Unfinished Business**

- *Approval of Resolution Determining Release of Closed Session Minutes*  
Trustee Sundell presented the revised Resolution, reflecting the changes requested in the March board meeting, and made a motion to approve the Resolution which was approved by voice vote.

### **IX. New Business**

- *Discussion and Approval of FY24-25 Library Closure Dates*  
Director Dombrowski presented the proposed closure dates and Trustee Munoz made a motion to approve such dates, which was approved by voice vote.
- *Library Participation in the Winnetka Independence Day Parade*  
Director Dombrowski raised the possibility, as requested by the Park District, for the Library District's participation in the parade and field event. While Trustees were generally in favor of parade participation, subject to library employee response for a call for volunteers, only certain trustees could commit to participating themselves at this time. Director Dombrowski will check for library employee interest in participating and report back
- *Discussion and Approval of Paid Parental Leave Policy*  
In this discussion, a number of suggestions were made by the trustees to Director Dombrowski for modifying the draft policy. Director Dombrowski will bring the revised policy for approval at the next board meeting.
- *FY23-24 Q3 Strategic Planning Updates*  
Director Dombrowski presented an overview of the quarter progress on the respective initiatives under the strategic plan. As the plan period of three years is drawing to a close, President Mitchell raised the question of whether a new strategic planning exercise will be needed. The existing plan's categorization of actions continues to be valid, so Director Dombrowski recommended a re-fresh under the existing plan's structure through a more limited employee and trustee review.
- *Discussion of Special Meeting for FY24-25 Budget Review*  
Director Dombrowski requested a special meeting of the trustees to review the coming year's budget. The trustees agreed to a June 3, 2024 special meeting for this purpose.

### **X. Communications**

The next regular meeting of the board will be held on Monday, MAY 20<sup>th</sup> at 7 p.m. at the Winnetka Library.

**XI. Public Comments**

Jeffrey Liss thanked the library for using Independence Day rather than 4<sup>th</sup> of July in naming the holiday.

**XII. Adjournment**

There being no further business to come before the Board, a Motion to adjourn to Closed Session was made by Trustee Sundell.

The Motion passed on voice vote and President Mitchell adjourned the meeting at 8:41 p.m.

**XIII. Return to Open Session**

Returning to Open Session at 9:31 p.m.

**XIV. Adjournment**

There being no further business to come before the Board, a Motion to adjourn was made by Trustee Sundell.

The Motion passed on voice vote and President Mitchell adjourned the meeting at 9:31 p.m.

Respectfully submitted,

Thomas Sundell  
Board Secretary

\_\_\_\_\_ Melissa Mitchell, President

\_\_\_\_\_ Thomas Sundell, Secretary

# Winnetka-Northfield Public Library District

## All Funds Summary

For the 10 Months Ended April 30, 2024

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Current Year-to-Date</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b>Revenues</b>					
Library Fund	4,552,273.00	3,793,560.83	4,805,801.07	105.57 %	1,012,240.24
IMRF Fund	66,000.00	55,000.00	19,488.06	29.53 %	(35,511.94)
FICA Fund	0.00	0.00	114,706.16	0.00 %	114,706.16
Building Fund	380,000.00	316,666.67	0.00	0.00 %	(316,666.67)
Unemployment Fund	1.00	0.83	0.97	97.00 %	0.14
<b>Total Revenues</b>	<u>4,998,274.00</u>	<u>4,165,228.33</u>	<u>4,939,996.26</u>	<u>98.83 %</u>	<u>774,767.93</u>
<b>Expenses</b>					
Library Fund	4,552,250.00	3,793,541.67	3,222,467.22	70.79 %	(571,074.45)
IMRF Fund	66,000.00	55,000.00	42,805.47	64.86 %	(12,194.53)
FICA Fund	70,000.00	58,333.33	70,000.00	100.00 %	11,666.67
Building Fund	380,000.00	316,666.67	307,683.71	80.97 %	(8,982.96)
Unemployment Fund	1.00	0.83	0.00	0.00 %	(0.83)
Special Reserve Fund	<u>5,200,000.00</u>	<u>4,333,333.33</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(4,333,333.33)</u>
<b>Total Expenses</b>	<u>10,268,251.00</u>	<u>8,556,875.83</u>	<u>3,642,956.40</u>	<u>35.48 %</u>	<u>(4,913,919.43)</u>
<b>Total Revenues</b>	4,998,274.00	4,165,228.33	4,939,996.26	98.83 %	774,767.93
<b>Total Expenses</b>	<u>10,268,251.00</u>	<u>8,556,875.83</u>	<u>3,642,956.40</u>	<u>35.48 %</u>	<u>4,913,919.43</u>
<b>Excess Revenues less Expenses</b>	<u>(5,269,977.00)</u>	<u>(4,391,647.50)</u>	<u>1,297,039.86</u>	<u>(24.61)%</u>	<u>5,688,687.36</u>

# Winnetka-Northfield Public Library District

## Library Fund Summary

**For the 10 Months Ended April 30, 2024**

Prorated Budget Percentage Spent: 83.33%

	Annual Budget	Prorated Budget	Year-to-Date Actual	% of Budget	Variance vs. Prorated Budget
<b>Operating Revenue</b>					
Property Tax	4,106,860.00	3,422,383.33	4,363,320.68	106.24 %	940,937.35
Replacement Tax	90,000.00	75,000.00	63,139.91	70.16 %	(11,860.09)
Collections	160,413.00	133,677.50	128,326.00	80.00 %	(5,351.50)
Materials	5,000.00	4,166.67	6,718.23	134.36 %	2,551.56
Other Income	190,000.00	158,333.33	244,296.25	128.58 %	85,962.92
<b>Total Operating Revenue</b>	4,552,273.00	3,793,560.83	4,805,801.07	105.57 %	1,012,240.24
<b>Operating Expenses</b>					
Personnel	2,496,250.00	2,080,208.33	1,927,598.82	77.22 %	(152,609.51)
Administration	197,750.00	164,791.67	155,010.42	78.39 %	(9,781.25)
Utilities	106,500.00	88,750.00	75,953.55	71.32 %	(12,796.45)
IT Services	374,570.11	312,141.76	291,089.03	77.71 %	(21,052.73)
Public Relations	51,750.00	43,125.00	42,061.08	81.28 %	(1,063.92)
Library Materials - Adult	534,500.00	445,416.67	426,523.51	79.80 %	(18,893.16)
Library Materials - Youth	85,000.00	70,833.33	71,696.07	84.35 %	862.74
Programs	90,679.89	75,566.57	80,980.47	89.30 %	5,413.90
Capital	615,250.00	512,708.33	151,375.29	24.60 %	(361,333.04)
<b>Total Operating Expenses</b>	4,552,250.00	3,793,541.67	3,222,467.22	70.79 %	(571,074.45)
<b>Total Revenues</b>	4,552,273.00	3,793,560.83	4,805,801.07	105.57 %	1,012,240.24
<b>Total Expenses</b>	4,552,250.00	3,793,541.67	3,222,467.22	70.79 %	(571,074.45)
<b>Excess Revenues less Expenses</b>	23.00	19.16	1,583,333.85	6,884,060.22 %	1,583,314.69

**Winnetka-Northfield Public Library District**  
**Statement of Revenues and Expenditures - Modified Cash Basis**  
**For the 10 Months Ended April 30, 2024**

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b><u>LIBRARY FUND</u></b>					
<b>Revenues</b>					
<b>Taxes</b>					
Property Taxes Collections	4,106,860.00	3,422,383.33	4,319,178.76	105.17 %	896,795.43
Property Taxes Collections-Liability	0.00	0.00	32,119.42	0.00	32,119.42
Property Taxes Collections-Audit	0.00	0.00	12,022.50	0.00	12,022.50
Replacement Tax	<u>90,000.00</u>	<u>75,000.00</u>	<u>63,139.91</u>	<u>70.16</u>	<u>(11,860.09)</u>
<b>Total Taxes</b>	<u>4,196,860.00</u>	<u>3,497,383.33</u>	<u>4,426,460.59</u>	<u>105.47 %</u>	<u>929,077.26</u>
<b>Collections</b>					
Per Capita Grant	27,250.00	22,708.33	27,280.13	100.11 %	4,571.80
Kenilworth Services	129,663.00	108,052.50	97,247.50	75.00	(10,805.00)
Studio Fees	1,000.00	833.33	790.28	79.03	(43.05)
Lost/Damaged Mat.	2,500.00	2,083.33	2,558.09	102.32	474.76
Library Programs	<u>0.00</u>	<u>0.00</u>	<u>450.00</u>	<u>0.00</u>	<u>450.00</u>
<b>Total Collections</b>	<u>160,413.00</u>	<u>133,677.50</u>	<u>128,326.00</u>	<u>80.00 %</u>	<u>(5,351.50)</u>
<b>Materials</b>					
Copy/Printing	4,000.00	3,333.33	5,835.36	145.88 %	2,502.03
Book Sales	<u>1,000.00</u>	<u>833.33</u>	<u>882.87</u>	<u>88.29</u>	<u>49.54</u>
<b>Total Materials</b>	<u>5,000.00</u>	<u>4,166.67</u>	<u>6,718.23</u>	<u>134.36 %</u>	<u>2,551.56</u>
<b>Other Income</b>					
Checking Interest Income	3,500.00	2,916.67	9,015.11	257.57 %	6,098.44
Byline Bank IMA Interest	164,000.00	136,666.67	229,805.33	140.13	93,138.66
Money Market-Interest	2,000.00	1,666.67	1,856.72	92.84	190.05
Misc. Revenue	0.00	0.00	2,353.94	0.00	2,353.94
Gift Fund (over \$100)	500.00	416.67	1,000.00	200.00	583.33
Friends Donations	<u>20,000.00</u>	<u>16,666.67</u>	<u>265.15</u>	<u>1.33</u>	<u>(16,401.52)</u>
<b>Total Other Income</b>	<u>190,000.00</u>	<u>158,333.33</u>	<u>244,296.25</u>	<u>128.58 %</u>	<u>85,962.92</u>
<b>Total Revenue</b>	<u>4,552,273.00</u>	<u>3,793,560.83</u>	<u>4,805,801.07</u>	<u>105.57 %</u>	<u>1,012,240.24</u>

# Winnetka-Northfield Public Library District

## Statement of Revenues and Expenditures - Modified Cash Basis

For the 10 Months Ended April 30, 2024

Prorated Budget Percentage Spent: 83.33%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
<b>LIBRARY FUND</b>					
<b>Expenses</b>					
<b>Personnel</b>					
Salaries	2,040,000.00	1,700,000.00	1,639,008.81	80.34 %	(60,991.19)
Health Insurance	335,000.00	279,166.67	214,239.91	63.95	(64,926.76)
Employee Asst. Program	500.00	416.67	0.00	0.00	(416.67)
Professional Development	30,000.00	25,000.00	16,931.36	56.44	(8,068.64)
Flexible Spending Account	750.00	625.00	640.00	85.33	15.00
Payroll Taxes	84,000.00	70,000.00	52,628.17	62.65	(17,371.83)
Staff Recognition/Events/Meetings	6,000.00	5,000.00	4,150.57	69.18	(849.43)
<b>Total Personnel</b>	<b>2,496,250.00</b>	<b>2,080,208.33</b>	<b>1,927,598.82</b>	<b>77.22 %</b>	<b>(152,609.51)</b>
<b>Administration</b>					
Audit Fees	12,950.00	10,791.67	12,400.00	95.75 %	1,608.33
Library Supplies	38,000.00	31,666.67	26,936.01	70.88	(4,730.66)
Office Supplies	6,500.00	5,416.67	4,554.55	70.07	(862.12)
Breakroom Supplies	4,000.00	3,333.33	2,451.94	61.30	(881.39)
Postage	2,500.00	2,083.33	2,494.19	99.77	410.86
Hospitality	500.00	416.67	203.98	40.80	(212.69)
Accounting and Bookkeeping	24,000.00	20,000.00	14,730.00	61.38	(5,270.00)
Delivery Service	6,000.00	5,000.00	4,290.87	71.51	(709.13)
Payroll Services	9,500.00	7,916.67	8,263.80	86.99	347.13
Liability Insurance Costs	33,000.00	27,500.00	32,474.00	98.41	4,974.00
Board Expenses	1,500.00	1,250.00	339.29	22.62	(910.71)
Memberships	7,000.00	5,833.33	4,831.86	69.03	(1,001.47)
Legal	30,000.00	25,000.00	21,400.89	71.34	(3,599.11)
Consultants	5,000.00	4,166.67	0.00	0.00	(4,166.67)
Investment Fees	16,800.00	14,000.00	19,571.77	116.50	5,571.77
Miscellaneous	500.00	416.67	67.27	13.45	(349.40)
<b>Total Administration</b>	<b>197,750.00</b>	<b>164,791.67</b>	<b>155,010.42</b>	<b>78.39 %</b>	<b>(9,781.25)</b>
<b>Utilities</b>					
Utilities	0.00	0.00	1,703.03	0.00 %	1,703.03
Electricity	42,000.00	35,000.00	31,082.99	74.01	(3,917.01)
Water	9,000.00	7,500.00	3,862.87	42.92	(3,637.13)
Storm Sewer	1,500.00	1,250.00	1,218.09	81.21	(31.91)
Natural Gas	13,500.00	11,250.00	6,151.20	45.56	(5,098.80)
Telephone	16,500.00	13,750.00	17,219.52	104.36	3,469.52
Internet Services	24,000.00	20,000.00	14,715.85	61.32	(5,284.15)
<b>Total Utilities</b>	<b>106,500.00</b>	<b>88,750.00</b>	<b>75,953.55</b>	<b>71.32 %</b>	<b>(12,796.45)</b>
<b>Information Technology</b>					
CCS Operating	79,000.00	65,833.33	57,029.55	72.19 %	(8,803.78)
Software	90,000.00	75,000.00	91,796.75	102.00	16,796.75
LAN Management	40,000.00	33,333.33	30,956.69	77.39	(2,376.64)
Hardware	4,000.00	3,333.33	3,727.61	93.19	394.28
Website/Platform Fees	100,000.00	83,333.33	63,721.46	63.72	(19,611.87)
Photocopier Leases	23,000.00	19,166.67	17,875.44	77.72	(1,291.23)
Computer Equipment	38,570.11	32,141.76	25,981.53	67.36	(6,160.23)
<b>Total Information Technology</b>	<b>374,570.11</b>	<b>312,141.76</b>	<b>291,089.03</b>	<b>77.71 %</b>	<b>(21,052.73)</b>



# Winnetka-Northfield Public Library District

## Statement of Revenues and Expenditures - Modified Cash Basis

For the 10 Months Ended April 30, 2024

Prorated Budget Percentage Spent: 83.33%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
<b>LIBRARY FUND</b>					
<b>Public Relations</b>					
Public Relations	0.00	0.00	157.91	0.00 %	157.91
Promotional	11,000.00	9,166.67	6,869.83	62.45	(2,296.84)
Newsletter/Mailers	29,750.00	24,791.67	24,258.51	81.54	(533.16)
PR Supplies	4,000.00	3,333.33	2,759.10	68.98	(574.23)
Marketing/Advertising	7,000.00	5,833.33	8,015.73	114.51	2,182.40
<b>Total Public Relations</b>	<b>51,750.00</b>	<b>43,125.00</b>	<b>42,061.08</b>	<b>81.28 %</b>	<b>(1,063.92)</b>
<b>Library Materials - Adult</b>					
Books-Fiction-Adult	85,000.00	70,833.33	67,101.43	78.94 %	(3,731.90)
Books-Non-Fiction-Adult	75,000.00	62,500.00	56,439.76	75.25	(6,060.24)
Periodicals	20,200.00	16,833.33	24,302.83	120.31	7,469.50
DVDs-Adult	25,000.00	20,833.33	18,175.22	72.70	(2,658.11)
Audio Books-Adult	6,500.00	5,416.67	9,029.35	138.91	3,612.68
Books-Digital	255,800.00	213,166.67	195,874.38	76.57	(17,292.29)
Online Database	65,000.00	54,166.67	53,673.90	82.58	(492.77)
Video Games-Adults	2,000.00	1,666.67	1,926.64	96.33	259.97
<b>Total Library Materials - Adult</b>	<b>534,500.00</b>	<b>445,416.67</b>	<b>426,523.51</b>	<b>79.80 %</b>	<b>(18,893.16)</b>
<b>Library Materials - Youth</b>					
Kits	5,000.00	4,166.67	3,806.69	76.13 %	(359.98)
Books-Fiction-Juv	45,000.00	37,500.00	35,015.69	77.81	(2,484.31)
Books-Non-Fiction-Juv	13,000.00	10,833.33	11,462.75	88.18	629.42
DVDs-Juv	1,500.00	1,250.00	938.12	62.54	(311.88)
Audio Books/Talking Books Juv	15,000.00	12,500.00	15,902.13	106.01	3,402.13
Video Games-Juv	5,500.00	4,583.33	4,570.69	83.10	(12.64)
<b>Total Library Materials - Youth</b>	<b>85,000.00</b>	<b>70,833.33</b>	<b>71,696.07</b>	<b>84.35 %</b>	<b>862.74</b>
<b>Programs</b>					
Reading Programs	10,000.00	8,333.33	8,371.11	83.71 %	37.78
Programming - Studio	11,750.00	9,791.67	12,203.44	103.86	2,411.77
Programming - Youth	30,000.00	25,000.00	30,041.49	100.14	5,041.49
Programming - Adult	37,500.00	31,250.00	28,664.64	76.44	(2,585.36)
Studio Maintenance/Repair	1,429.89	1,191.58	1,699.79	118.88	508.21
<b>Total Programs</b>	<b>90,679.89</b>	<b>75,566.57</b>	<b>80,980.47</b>	<b>89.30 %</b>	<b>5,413.90</b>
<b>Capital</b>					
Capital Outlay	435,250.00	362,708.33	51,354.89	11.80 %	(311,353.44)
Building	155,000.00	129,166.67	75,466.10	48.69	(53,700.57)
Equipment/Furniture	25,000.00	20,833.33	24,554.30	98.22	3,720.97
<b>Total Capital</b>	<b>615,250.00</b>	<b>512,708.33</b>	<b>151,375.29</b>	<b>24.60 %</b>	<b>(361,333.04)</b>
<b>Total Expenses</b>	<b>4,552,250.00</b>	<b>3,793,541.67</b>	<b>3,222,467.22</b>	<b>70.79 %</b>	<b>(571,074.45)</b>
<b>Excess Revenues less Expenses</b>	<b>23.00</b>	<b>19.16</b>	<b>1,583,333.85</b>	<b>6,884,060.22 %</b>	<b>1,583,314.69</b>

**Winnetka-Northfield Public Library District**

**Statement of Revenues and Expenditures - Modified Cash Basis**

**For the 10 Months Ended April 30, 2024**

Prorated Budget Percentage Spent: 83.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b>BUILDING FUND</b>					
<b>Revenues</b>					
Property Taxes Collections-Building	380,000.00	316,666.67	0.00	0.00 %	(316,666.67)
<b>Total Revenue</b>	<u>380,000.00</u>	<u>316,666.67</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(316,666.67)</u>
<b>Expenses</b>					
Northfield Lease	69,000.00	57,500.00	58,528.90	84.82 %	1,028.90
Janitorial Supplies	10,800.00	9,000.00	8,115.65	75.14	(884.35)
Snow Removal	9,000.00	7,500.00	1,435.00	15.94	(6,065.00)
Building Appraisal	300.00	250.00	285.00	95.00	35.00
Building Maintenance Service	100,000.00	83,333.33	64,600.00	64.60	(18,733.33)
Elevators	135,000.00	112,500.00	137,124.20	101.57	24,624.20
Landscaping	25,000.00	20,833.33	12,656.11	50.62	(8,177.22)
HVAC	11,200.00	9,333.33	9,006.69	80.42	(326.64)
Automatic Doors	5,000.00	4,166.67	6,485.32	129.71	2,318.65
Roof	700.00	583.33	366.00	52.29	(217.33)
Alarms & Security	6,000.00	5,000.00	3,174.21	52.90	(1,825.79)
Equipment	4,000.00	3,333.33	1,895.16	47.38	(1,438.17)
Plumbing	500.00	416.67	390.42	78.08	(26.25)
Electrical	1,500.00	1,250.00	1,500.00	100.00	250.00
Misc Services	2,000.00	1,666.67	2,121.05	106.05	454.38
<b>Total Expenses</b>	<u>380,000.00</u>	<u>316,666.67</u>	<u>307,683.71</u>	<u>80.97 %</u>	<u>(8,982.96)</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ (307,683.71)</u>	<u>0.00 %</u>	<u>(307,683.71)</u>
<b>IMRF FUND</b>					
<b>Revenues</b>					
Property Taxes Collections-IMRF	66,000.00	55,000.00	19,488.06	29.53 %	(35,511.94)
<b>Total Revenue</b>	<u>66,000.00</u>	<u>55,000.00</u>	<u>19,488.06</u>	<u>29.53 %</u>	<u>(35,511.94)</u>
<b>Expenses</b>					
IMRF Expenses	66,000.00	55,000.00	42,805.47	64.86 %	(12,194.53)
<b>Total Expenses</b>	<u>66,000.00</u>	<u>55,000.00</u>	<u>42,805.47</u>	<u>64.86 %</u>	<u>(12,194.53)</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ (23,317.41)</u>	<u>0.00 %</u>	<u>(23,317.41)</u>

**Winnetka-Northfield Public Library District**  
**Statement of Revenues and Expenditures - Modified Cash Basis**  
**For the 10 Months Ended April 30, 2024**

Prorated Budget Percentage Spent: 83.33%

	<b>Annual Budget</b>	<b>Prorated Budget</b>	<b>Year to Date Actual</b>	<b>% of Budget</b>	<b>Variance vs. Prorated Budget</b>
<b>FICA FUND</b>					
<b>Revenues</b>					
Property Taxes Collections-FICA	0.00	0.00	114,706.16	0.00 %	114,706.16
<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>114,706.16</b>	<b>0.00 %</b>	<b>114,706.16</b>
<b>Expenses</b>					
FICA	70,000.00	58,333.33	70,000.00	100.00 %	11,666.67
<b>Total Expenses</b>	<b>70,000.00</b>	<b>58,333.33</b>	<b>70,000.00</b>	<b>100.00 %</b>	<b>11,666.67</b>
 <b>Excess Revenues less Expenses</b>	 <b>\$ (70,000.00)</b>	 <b>\$ (58,333.33)</b>	 <b>\$ 44,706.16</b>	 <b>(63.87)%</b>	 <b>103,039.49</b>
<b>UNEMPLOYMENT FUND</b>					
<b>Revenues</b>					
Property Taxes Collections-Unemployment	1.00	0.83	0.97	97.00 %	0.14
<b>Total Revenue</b>	<b>1.00</b>	<b>0.83</b>	<b>0.97</b>	<b>97.00 %</b>	<b>0.14</b>
<b>Expenses</b>					
Unemployment	1.00	0.83	0.00	0.00 %	(0.83)
<b>Total Expenses</b>	<b>1.00</b>	<b>0.83</b>	<b>0.00</b>	<b>0.00 %</b>	<b>(0.83)</b>
 <b>Excess Revenues less Expenses</b>	 <b>\$ 0.00</b>	 <b>\$ 0.00</b>	 <b>\$ 0.97</b>	 <b>0.00 %</b>	 <b>0.97</b>

**Winnetka-Northfield Public Library District**  
**Statement of Revenues and Expenditures - Modified Cash Basis**  
**For the 10 Months Ended April 30, 2024**

Prorated Budget Percentage Spent: 83.33%

	<b>Annual Budget</b>	<b>Prorated Budget</b>	<b>Year to Date Actual</b>	<b>% of Budget</b>	<b>Variance vs. Prorated Budget</b>
<b>SPECIAL RESERVE FUND</b>					
<b>Revenues</b>					
Transfer In	0.00	0.00	0.00	0.00 %	0.00
<b>Expenses</b>					
Capital Outlay	5,200,000.00	4,333,333.33	0.00	0.00 %	(4,333,333.33)
<b>Total Expenses</b>	<b>5,200,000.00</b>	<b>4,333,333.33</b>	<b>0.00</b>	<b>0.00 %</b>	<b>(4,333,333.33)</b>
<b>Excess Revenues less Expenses</b>	<b>\$ (5,200,000.00)</b>	<b>\$ (4,333,333.33)</b>	<b>\$ 0.00</b>	<b>0.00 %</b>	<b>4,333,333.33</b>

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Vendor Checks</b>						
Parties with Character				4200	04/30/24	(65.00)
10-0-5907	Programming - Youth	To VOID check 4200	-65.00			
St. Charles Public Library				4203	04/30/24	(21.74)
10-0-5908	Programming - Adult	To VOID check 4203	-21.74			
Background Screening Consultants LLC				4428	04/04/24	149.95
10-0-5736	Legal	Inv 23520	149.95			
Brian Michalski				4429	04/04/24	375.00
10-0-5908	Programming - Adult	Event Presentation	375.00			
Brian Michalski				4429	04/04/24	(375.00)
10-0-5908	Programming - Adult	To void check #4429	-375.00			
Chicago Tribune				4430	04/04/24	424.00
10-1-5342	Periodicals-Winnetka	Chicago Tribune	424.00			
Claire Evans				4431	04/04/24	275.00
10-0-5908	Programming - Adult	Event Presentation	275.00			
Cupello Mechanical				4432	04/04/24	260.00
10-0-5882	Building	Inv 2768	260.00			
Delta Building Technologies				4433	04/04/24	5,580.00
10-0-5884	Equipment/Furniture	Inv MC002335	5,580.00			
Gary Wenstrup				4434	04/04/24	250.00
10-0-5908	Programming - Adult	Event Presentation	250.00			
Jim Parks				4435	04/04/24	250.00
10-0-5908	Programming - Adult	Event Presentation	250.00			
Kathleen Rooney				4436	04/04/24	200.00
10-0-5908	Programming - Adult	Event Presentation	200.00			
Megan Wells				4437	04/04/24	400.00
10-0-5908	Programming - Adult	Event Presentation	400.00			
Megan Wells				4437	04/30/24	(400.00)
10-0-5908	Programming - Adult	To VOID check 4437	-400.00			
Melanie Holmes				4438	04/04/24	225.00
10-0-5908	Programming - Adult	Event Presentation	225.00			
Perkins Coie LLP				4439	04/04/24	15,050.00
10-0-5736	Legal	Inv 6987175	15,050.00			
Quench USA, Inc.				4440	04/04/24	393.54
10-0-5122	Breakroom Supplies	Inv 07241935	393.54			
Raymond F Kearney				4441	04/04/24	125.00
10-0-5120	Library Supplies	Reimbursement	125.00			
Technology Management Rev Fund				4442	04/04/24	1,000.00

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5176	Internet Services	Inv T2418613	1,000.00			
Terrence M Lynch 10-0-5908	Programming - Adult	Event Presentation	300.00	4443	04/04/24	<u>300.00</u>
The Book Stall 10-1-5341	Books-Non-Fiction-Adult-Winnetka	Inv 514574	22.39	4444	04/04/24	<u>45.58</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	Inv 514218	23.19			
Therese Icuss 10-0-4150	Lost/Damaged Materials	Patron Refund	27.68	4445	04/04/24	<u>27.68</u>
WT. Cox Subscriptions, Inc. 10-1-5342	Periodicals-Winnetka	Inv 3134970	1,799.14	4446	04/04/24	<u>7,619.36</u>
10-1-5342	Periodicals-Winnetka	Inv 3135121	5,820.22			
Zbigniew Banas 10-0-5908	Programming - Adult	Event Presentation	300.00	4447	04/04/24	<u>300.00</u>
Brian Michalski 10-0-5908	Programming - Adult	Brian Michalski	375.00	4448	04/10/24	<u>375.00</u>
Anna Karwowska 10-0-5114	Professional Development	Reimbursement	13.53	4449	04/18/24	<u>13.53</u>
Engberg Anderson, Inc. 10-0-5800	Capital Outlay	Inv 23358401-9	12,026.45	4450	04/18/24	<u>12,026.45</u>
Gerald Savage 10-0-5908	Programming - Adult	Event Presentation	364.30	4451	04/18/24	<u>364.30</u>
Harvey Moshman 10-0-5908	Programming - Adult	Event Presentation	250.00	4452	04/18/24	<u>250.00</u>
Kelly Dull 10-0-5908	Programming - Adult	Event Presentation	200.00	4453	04/18/24	<u>200.00</u>
Leslie Goddard 10-0-5908	Programming - Adult	Reimbursement	300.00	4454	04/18/24	<u>300.00</u>
Lindemann Chimney Co. 70-0-5799	Misc Services	Inv 259847	937.15	4455	04/18/24	<u>937.15</u>
Mark Swenson 10-0-5114	Professional Development	Reimbursements	813.91	4456	04/18/24	<u>1,113.96</u>
10-0-5114	Professional Development	Reimbursements	300.05			
Mark Swenson 10-0-5114	Professional Development	To VOID check 4456	-1,113.96	4456	04/30/24	<u>(1,113.96)</u>
Marsha's Music Inc. 10-0-5907	Programming - Youth	Event Reimbursement - Remainder	200.00	4457	04/18/24	<u>200.00</u>
Megan Wells 10-0-5908	Programming - Adult	Event Presentation	400.00	4458	04/18/24	<u>400.00</u>

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Parties with Character 10-0-5907	Programming - Youth	Reissuance of chk 4200	65.00	4459	04/18/24	<u>65.00</u>
Peregrine, Stime, Newman, 10-0-5736	Ritzman & Bruckner, LTD Legal	Inv 62601	2,070.00	4460	04/18/24	<u>2,070.00</u>
Rebecca Ganellen 10-0-5732	Staff Recognition/Events/Meetings	Reimbursement	26.64	4461	04/18/24	<u>26.64</u>
Rock 'n' Kids, inc 10-0-5907	Programming - Youth	Event Reimbursement - Remainder	400.00	4462	04/18/24	<u>400.00</u>
Rock 'n' Kids, inc 10-0-5907	Programming - Youth	To VOID check 4462	-400.00	4462	04/30/24	<u>(400.00)</u>
Sandra Penn 10-0-5906 10-0-5906 10-0-5906 10-0-5906	Programming - Studio Programming - Studio Programming - Studio Programming - Studio	Event Presentation Event Presentation Event Presentation Event Presentation	325.00 375.00 325.00 325.00	4463	04/18/24	<u>1,350.00</u>
St. Charles Public Library 10-0-5908	Programming - Adult	Inv 09272023	21.74	4464	04/18/24	<u>21.74</u>
Stephanie Girardi 10-0-5114	Professional Development	Reimbursement	443.57	4465	04/18/24	<u>443.57</u>
Susan Benjamin 10-0-5908	Programming - Adult	Event Presentation	275.00	4466	04/18/24	<u>275.00</u>
Team One Repair, Inc. 10-0-5120	Library Supplies	Inv 1531799	211.00	4467	04/18/24	<u>211.00</u>
The Book Stall 10-1-5341 10-2-5341	Books-Non-Fiction-Adult-Winnetka Books-Non-Fiction-Adult-Northfield	Inv 514975 Inv 514975	24.00 24.00	4468	04/18/24	<u>48.00</u>
Mark Swenson 10-0-5114	Professional Development	Reimbursements	300.05	4469	04/26/24	<u>300.05</u>
Rock 'n' Kids, inc 10-0-5907	Programming - Youth	Event Presentation	300.00	4470	04/26/24	<u>300.00</u>
VILLAGE OF WINNETKA 10-0-5111	Health Insurance	Inv 2024-00000003	33,662.63	18095	04/11/24	<u>33,662.63</u>
DEMCO 10-0-5120	Library Supplies	Inv 7422122	312.39	18096	04/11/24	<u>312.39</u>
Kanopy 10-1-5345	Books-Digital-Winnetka	Inv 394672-PPU	597.00	18097	04/11/24	<u>597.00</u>

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
HOOPLA (MIDWEST TAPE)				18098	04/11/24	<u>2,583.21</u>
10-1-5345	Books-Digital-Winnetka	Inv 505270537	2,583.21			
VILLAGE OF NORTHFIELD				18099	04/11/24	<u>5,852.89</u>
70-2-5159	Northfield Lease	Inv 401LIB	5,852.89			
OVERDRIVE INC.				18100	04/11/24	<u>2,767.81</u>
10-1-5345	Books-Digital-Winnetka	Inv 01018MA24097533	2,767.81			
Baker & Taylor				18101	04/12/24	<u>27,874.26</u>
10-0-5120	Library Supplies	2038199180	27.92			
10-0-5120	Library Supplies	2038194243	53.37			
10-0-5120	Library Supplies	2038108531	95.55			
10-0-5120	Library Supplies	2038108440	30.87			
10-0-5120	Library Supplies	2038101966	3.35			
10-0-5120	Library Supplies	2038112717	19.66			
10-0-5120	Library Supplies	2038112718	12.58			
10-0-5120	Library Supplies	2038112719	0.47			
10-0-5120	Library Supplies	2038106034	89.95			
10-0-5120	Library Supplies	2038122811	55.57			
10-0-5120	Library Supplies	2038120663	20.33			
10-0-5120	Library Supplies	2038124002	30.41			
10-0-5120	Library Supplies	2038122824	43.09			
10-0-5120	Library Supplies	2038121080	42.18			
10-0-5120	Library Supplies	2038109107	8.21			
10-0-5120	Library Supplies	2038114232	93.30			
10-0-5120	Library Supplies	2038111144	24.12			
10-0-5120	Library Supplies	2038112720	9.86			
10-0-5120	Library Supplies	2038115588	60.02			
10-0-5120	Library Supplies	2038115832	43.25			
10-0-5120	Library Supplies	2038196729	32.34			
10-0-5120	Library Supplies	2038195887	34.06			
10-0-5120	Library Supplies	2038191232	77.12			
10-0-5120	Library Supplies	2038197642	30.05			
10-0-5120	Library Supplies	2038194663	34.58			
10-0-5120	Library Supplies	2038188696	31.23			
10-0-5120	Library Supplies	2038183594	37.94			
10-0-5120	Library Supplies	2038184425	36.86			
10-0-5120	Library Supplies	2038142387	14.34			
10-0-5120	Library Supplies	2038141910	39.88			
10-0-5120	Library Supplies	2038137183	40.07			
10-0-5120	Library Supplies	2038139375	30.94			
10-0-5120	Library Supplies	2038143728	26.41			
10-0-5120	Library Supplies	2038146838	53.88			
10-0-5120	Library Supplies	2038152569	2.10			
10-0-5120	Library Supplies	2038146551	28.93			
10-0-5120	Library Supplies	2038152567	9.71			
10-0-5120	Library Supplies	2038152568	13.82			
10-0-5120	Library Supplies	2038150566	17.48			
10-0-5120	Library Supplies	2038144868	11.48			
10-0-5120	Library Supplies	2038127862	57.51			
10-0-5120	Library Supplies	2038129784	42.81			
10-0-5120	Library Supplies	2038136612	40.21			
10-0-5120	Library Supplies	2038134332	50.80			
10-0-5120	Library Supplies	2038132378	33.62			
10-0-5120	Library Supplies	2038122849	7.44			



# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	2038126795	20.30			
10-0-5120	Library Supplies	2038129212	43.64			
10-0-5120	Library Supplies	2038130644	8.35			
10-0-5120	Library Supplies	2038130645	2.10			
10-0-5120	Library Supplies	2038130647	4.04			
10-0-5120	Library Supplies	2038130646	4.15			
10-0-5120	Library Supplies	2038158805	16.19			
10-0-5120	Library Supplies	2038159985	39.34			
10-0-5120	Library Supplies	2038157973	27.92			
10-0-5120	Library Supplies	2038164083	30.11			
10-0-5120	Library Supplies	2038160739	35.90			
10-0-5120	Library Supplies	2038156012	15.41			
10-0-5120	Library Supplies	2038158239	30.41			
10-0-5120	Library Supplies	2038151633	27.21			
10-0-5120	Library Supplies	2038149391	22.06			
10-0-5120	Library Supplies	2038156068	35.88			
10-0-5120	Library Supplies	2038151179	83.62			
10-0-5120	Library Supplies	2038183150	18.74			
10-0-5120	Library Supplies	2038179466	50.03			
10-0-5120	Library Supplies	2038182634	9.73			
10-0-5120	Library Supplies	2038182635	8.55			
10-0-5120	Library Supplies	2038179596	17.41			
10-0-5120	Library Supplies	2038182636	6.29			
10-0-5120	Library Supplies	2038173360	90.22			
10-0-5120	Library Supplies	2038182633	2.12			
10-0-5120	Library Supplies	2038174503	11.14			
10-0-5120	Library Supplies	2038175985	46.62			
10-0-5120	Library Supplies	2038167902	53.92			
10-0-5120	Library Supplies	2038168667	31.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038106034	848.98			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038115832	470.46			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038122824	421.37			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038129212	494.40			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038134332	491.37			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038136612	102.24			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038141910	495.07			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038151179	943.41			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038159985	299.84			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038175985	410.64			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038167902	469.46			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038183594	463.63			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038188696	420.76			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038194243	301.94			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2038196729	244.62			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038122824	121.21			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038115832	87.02			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038106034	247.04			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038196729	64.40			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038194243	365.38			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038183594	185.21			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038188696	90.62			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038175985	152.87			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038159985	316.41			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038167902	215.22			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038151179	116.03			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038141910	92.10			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038134332	106.78			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038136612	412.90			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2038129212	132.24			
10-1-5340	Books-Fiction-Adult-Winnetka	2038108531	627.54			
10-1-5340	Books-Fiction-Adult-Winnetka	2038115588	455.00			
10-1-5340	Books-Fiction-Adult-Winnetka	2038111144	172.51			
10-1-5340	Books-Fiction-Adult-Winnetka	2038122811	425.76			
10-1-5340	Books-Fiction-Adult-Winnetka	2038122849	56.73			
10-1-5340	Books-Fiction-Adult-Winnetka	2038129784	394.47			
10-1-5340	Books-Fiction-Adult-Winnetka	2038132378	224.56			
10-1-5340	Books-Fiction-Adult-Winnetka	2038143728	229.04			
10-1-5340	Books-Fiction-Adult-Winnetka	2038139375	286.48			
10-1-5340	Books-Fiction-Adult-Winnetka	2038146551	231.86			
10-1-5340	Books-Fiction-Adult-Winnetka	2038149391	160.24			
10-1-5340	Books-Fiction-Adult-Winnetka	2038151633	206.78			
10-1-5340	Books-Fiction-Adult-Winnetka	2038158239	318.27			
10-1-5340	Books-Fiction-Adult-Winnetka	2038157973	215.73			
10-1-5340	Books-Fiction-Adult-Winnetka	2038160739	268.25			
10-1-5340	Books-Fiction-Adult-Winnetka	2038168667	363.73			
10-1-5340	Books-Fiction-Adult-Winnetka	2038173360	301.40			
10-1-5340	Books-Fiction-Adult-Winnetka	2038179466	252.65			

# Winnetka-Northfield Public Library District

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5340	Books-Fiction-Adult-Winnetka	2038184425	275.27			
10-1-5340	Books-Fiction-Adult-Winnetka	2038191232	481.70			
10-1-5340	Books-Fiction-Adult-Winnetka	2038199180	220.90			
10-1-5340	Books-Fiction-Adult-Winnetka	2038195887	304.63			
10-2-5340	Books-Fiction-Adult-Northfield	2038199180	135.59			
10-2-5340	Books-Fiction-Adult-Northfield	2038195887	33.86			
10-2-5340	Books-Fiction-Adult-Northfield	2038191232	312.67			
10-2-5340	Books-Fiction-Adult-Northfield	2038179466	237.37			
10-2-5340	Books-Fiction-Adult-Northfield	2038184425	111.14			
10-2-5340	Books-Fiction-Adult-Northfield	2038173360	635.42			
10-2-5340	Books-Fiction-Adult-Northfield	2038168667	64.40			
10-2-5340	Books-Fiction-Adult-Northfield	2038160739	66.58			
10-2-5340	Books-Fiction-Adult-Northfield	2038157973	77.41			
10-2-5340	Books-Fiction-Adult-Northfield	2038151633	110.68			
10-2-5340	Books-Fiction-Adult-Northfield	2038149391	97.77			
10-2-5340	Books-Fiction-Adult-Northfield	2038146551	115.11			
10-2-5340	Books-Fiction-Adult-Northfield	2038143728	101.68			
10-2-5340	Books-Fiction-Adult-Northfield	2038139375	58.75			
10-2-5340	Books-Fiction-Adult-Northfield	2038129784	98.31			
10-2-5340	Books-Fiction-Adult-Northfield	2038132378	95.63			
10-2-5340	Books-Fiction-Adult-Northfield	2038122849	11.30			
10-2-5340	Books-Fiction-Adult-Northfield	2038122811	252.59			
10-2-5340	Books-Fiction-Adult-Northfield	2038111144	188.39			
10-2-5340	Books-Fiction-Adult-Northfield	2038115588	255.05			
10-2-5340	Books-Fiction-Adult-Northfield	2038108531	455.39			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2038101966	31.92			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2038120663	351.83			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2038109107	24.86			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2038142387	120.03			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2038156012	104.61			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2038183150	119.21			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2038183150	50.90			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5441	Books-Non-Fiction-Juv-Northfield	2038156012	114.23			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2038142387	11.89			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2038109107	28.47			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2038120663	63.73			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2038101966	36.75			
10-1-5440	Books-Fiction-Juv-Winnetka	2038194663	51.21			
10-1-5440	Books-Fiction-Juv-Winnetka	2038197642	102.89			
10-1-5440	Books-Fiction-Juv-Winnetka	2038127862	19.65			
10-1-5440	Books-Fiction-Juv-Winnetka	2038126795	185.91			
10-1-5440	Books-Fiction-Juv-Winnetka	2038130645	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	2038130646	25.72			
10-1-5440	Books-Fiction-Juv-Winnetka	2038130647	42.72			
10-1-5440	Books-Fiction-Juv-Winnetka	2038137183	116.78			
10-1-5440	Books-Fiction-Juv-Winnetka	2038146838	415.20			
10-1-5440	Books-Fiction-Juv-Winnetka	2038152569	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	2038144868	58.73			
10-1-5440	Books-Fiction-Juv-Winnetka	2038150566	77.92			
10-1-5440	Books-Fiction-Juv-Winnetka	2038152568	86.15			
10-1-5440	Books-Fiction-Juv-Winnetka	2038156068	91.55			
10-1-5440	Books-Fiction-Juv-Winnetka	2038164083	149.19			
10-1-5440	Books-Fiction-Juv-Winnetka	2038174503	68.33			
10-1-5440	Books-Fiction-Juv-Winnetka	2038182635	68.25			
10-1-5440	Books-Fiction-Juv-Winnetka	2038182636	41.65			
10-1-5440	Books-Fiction-Juv-Winnetka	2038179596	112.20			
10-1-5440	Books-Fiction-Juv-Winnetka	2038108440	84.48			
10-1-5440	Books-Fiction-Juv-Winnetka	2038112719	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	2038112720	77.78			
10-1-5440	Books-Fiction-Juv-Winnetka	2038114232	392.83			
10-1-5440	Books-Fiction-Juv-Winnetka	2038121080	192.43			
10-1-5440	Books-Fiction-Juv-Winnetka	2038124002	179.57			
10-2-5440	Books-Fiction-Juv-Northfield	2038182634	63.48			
10-2-5440	Books-Fiction-Juv-Northfield	2038179596	63.60			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5440	Books-Fiction-Juv-Northfield	2038182633	14.99			
10-2-5440	Books-Fiction-Juv-Northfield	2038174503	11.87			
10-2-5440	Books-Fiction-Juv-Northfield	2038164083	34.55			
10-2-5440	Books-Fiction-Juv-Northfield	2038158805	113.35			
10-2-5440	Books-Fiction-Juv-Northfield	2038156068	182.57			
10-2-5440	Books-Fiction-Juv-Northfield	2038152567	62.68			
10-2-5440	Books-Fiction-Juv-Northfield	2038146838	62.28			
10-2-5440	Books-Fiction-Juv-Northfield	2038137183	52.29			
10-2-5440	Books-Fiction-Juv-Northfield	2038144868	22.02			
10-2-5440	Books-Fiction-Juv-Northfield	2038130644	53.45			
10-2-5440	Books-Fiction-Juv-Northfield	2038126795	16.20			
10-2-5440	Books-Fiction-Juv-Northfield	2038127862	670.96			
10-2-5440	Books-Fiction-Juv-Northfield	2038194663	120.65			
10-2-5440	Books-Fiction-Juv-Northfield	2038197642	72.52			
10-2-5440	Books-Fiction-Juv-Northfield	2038114232	97.72			
10-2-5440	Books-Fiction-Juv-Northfield	2038121080	82.14			
10-2-5440	Books-Fiction-Juv-Northfield	2038124002	23.15			
10-2-5440	Books-Fiction-Juv-Northfield	2038112718	91.02			
10-2-5440	Books-Fiction-Juv-Northfield	2038112717	111.21			
10-2-5440	Books-Fiction-Juv-Northfield	2038108440	144.00			
Midwest Tape				18102	04/12/24	<u>7,271.23</u>
10-0-5120	Library Supplies	505153766	19.90			
10-0-5120	Library Supplies	505153767	9.95			
10-0-5120	Library Supplies	505153765	21.89			
10-0-5120	Library Supplies	505153763	3.98			
10-0-5120	Library Supplies	505153810	3.98			
10-0-5120	Library Supplies	505153811	5.97			
10-0-5120	Library Supplies	505153769	3.98			
10-0-5120	Library Supplies	505153768	1.99			
10-0-5120	Library Supplies	505190719	3.98			
10-0-5120	Library Supplies	505190892	29.85			
10-0-5120	Library Supplies	505190891	15.92			
10-0-5120	Library Supplies	505153812	3.98			
10-0-5120	Library Supplies	505153813	9.95			
10-0-5120	Library Supplies	505153814	3.98			
10-0-5120	Library Supplies	505153815	1.99			
10-0-5120	Library Supplies	505120476	3.98			
10-0-5120	Library Supplies	505120475	1.99			
10-0-5120	Library Supplies	505120473	3.98			
10-0-5120	Library Supplies	505120472	1.99			
10-0-5120	Library Supplies	505120471	1.99			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	505120470	3.98			
10-0-5120	Library Supplies	505119598	1.99			
10-0-5120	Library Supplies	505119599	3.98			
10-0-5120	Library Supplies	505120478	1.99			
10-0-5120	Library Supplies	505120477	1.99			
10-0-5120	Library Supplies	505120480	3.98			
10-0-5120	Library Supplies	505120479	3.98			
10-0-5120	Library Supplies	505120481	1.99			
10-0-5120	Library Supplies	505120482	3.98			
10-0-5120	Library Supplies	505153762	7.96			
10-0-5120	Library Supplies	505120483	3.98			
10-0-5120	Library Supplies	505084158	3.98			
10-0-5120	Library Supplies	505084157	1.99			
10-0-5120	Library Supplies	505084159	1.99			
10-0-5120	Library Supplies	505084160	3.98			
10-0-5120	Library Supplies	505084156	1.99			
10-0-5120	Library Supplies	505084155	5.97			
10-0-5120	Library Supplies	505084154	27.86			
10-0-5120	Library Supplies	505084153	19.90			
10-0-5120	Library Supplies	505084165	1.99			
10-0-5120	Library Supplies	505084164	1.99			
10-0-5120	Library Supplies	505084161	1.99			
10-0-5120	Library Supplies	505084162	3.98			
10-0-5120	Library Supplies	505119597	1.99			
10-0-5120	Library Supplies	505119596	7.96			
10-0-5120	Library Supplies	505084167	1.99			
10-0-5120	Library Supplies	505084166	13.57			
10-0-5120	Library Supplies	505084152	9.95			
10-2-5344	Audio Books-Adult-Northfield	505284163	47.99			
10-2-5344	Audio Books-Adult-Northfield	505223498	79.98			
10-2-5344	Audio Books-Adult-Northfield	505223499	39.99			
10-2-5344	Audio Books-Adult-Northfield	505190894	42.99			
10-2-5344	Audio Books-Adult-Northfield	505153810	79.98			
10-2-5344	Audio Books-Adult-Northfield	505153763	89.98			
10-2-5344	Audio Books-Adult-Northfield	505190719	89.98			
10-2-5344	Audio Books-Adult-Northfield	505120472	49.99			
10-2-5344	Audio Books-Adult-Northfield	505120473	77.98			
10-2-5344	Audio Books-Adult-Northfield	505084157	39.99			
10-2-5344	Audio Books-Adult-Northfield	505084162	84.98			
10-0-5120	Library Supplies	505084151	9.95			
10-0-5120	Library Supplies	505284171	5.97			
10-0-5120	Library Supplies	505284168	1.99			
10-0-5120	Library Supplies	505284167	1.99			
10-0-5120	Library Supplies	505284165	3.98			
10-0-5120	Library Supplies	505284166	13.93			
10-0-5120	Library Supplies	505284170	1.99			
10-0-5120	Library Supplies	505284169	3.98			
10-0-5120	Library Supplies	505284172	1.99			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	505190903	1.99			
10-0-5120	Library Supplies	505190904	1.99			
10-0-5120	Library Supplies	505190902	5.97			
10-0-5120	Library Supplies	505190901	3.98			
10-0-5120	Library Supplies	505223497	3.98			
10-0-5120	Library Supplies	505223496	5.97			
10-0-5120	Library Supplies	505223494	7.96			
10-0-5120	Library Supplies	505223495	13.75			
10-0-5120	Library Supplies	505190894	1.99			
10-0-5120	Library Supplies	505190893	1.99			
10-0-5120	Library Supplies	505190896	9.95			
10-0-5120	Library Supplies	505190895	1.99			
10-0-5120	Library Supplies	505190897	7.96			
10-0-5120	Library Supplies	505190898	5.97			
10-0-5120	Library Supplies	505190900	3.98			
10-0-5120	Library Supplies	505190899	7.96			
10-0-5120	Library Supplies	505247668	3.98			
10-0-5120	Library Supplies	505247669	5.97			
10-0-5120	Library Supplies	505247667	3.98			
10-0-5120	Library Supplies	505223803	11.94			
10-0-5120	Library Supplies	505223499	1.99			
10-0-5120	Library Supplies	505223498	3.98			
10-0-5120	Library Supplies	505223801	1.99			
10-0-5120	Library Supplies	505223802	3.98			
10-0-5120	Library Supplies	505247702	1.99			
10-0-5120	Library Supplies	505247700	1.99			
10-0-5120	Library Supplies	505247704	1.99			
10-0-5120	Library Supplies	505247703	1.99			
10-0-5120	Library Supplies	505284163	1.99			
10-0-5120	Library Supplies	505284164	3.98			
10-0-5120	Library Supplies	505284161	1.99			
10-0-5120	Library Supplies	505284160	1.99			
10-1-5444	Audio Books-Juv-Winnetka	505153765	634.89			
10-1-5444	Audio Books-Juv-Winnetka	505120476	139.98			
10-2-5444	Audio Books-Juv-Northfield	505153766	539.90			
10-2-5343	DVDs-Adult-Northfield	505153814	74.98			
10-2-5343	DVDs-Adult-Northfield	505153812	48.73			
10-2-5343	DVDs-Adult-Northfield	505153811	85.47			
10-2-5343	DVDs-Adult-Northfield	505120481	32.24			
10-2-5343	DVDs-Adult-Northfield	505120477	14.99			
10-2-5343	DVDs-Adult-Northfield	505120478	13.49			
10-2-5343	DVDs-Adult-Northfield	505119598	22.49			
10-2-5343	DVDs-Adult-Northfield	505119597	14.99			
10-2-5343	DVDs-Adult-Northfield	505084151	110.95			
10-2-5343	DVDs-Adult-Northfield	505084152	117.46			
10-2-5343	DVDs-Adult-Northfield	505284170	23.99			
10-2-5343	DVDs-Adult-Northfield	505284165	45.73			
10-2-5343	DVDs-Adult-Northfield	505284167	22.49			
10-2-5343	DVDs-Adult-Northfield	505284168	27.99			
10-2-5343	DVDs-Adult-Northfield	505247704	21.59			
10-2-5343	DVDs-Adult-Northfield	505223802	29.99			
10-2-5343	DVDs-Adult-Northfield	505223494	78.71			
10-2-5343	DVDs-Adult-Northfield	505190901	64.48			
10-2-5343	DVDs-Adult-Northfield	505190900	49.48			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5343	DVDs-Adult-Northfield	505190897	80.96			
10-2-5343	DVDs-Adult-Northfield	505190896	91.45			
10-1-5344	Audio Books-Adult-Winnetka	505190893	42.99			
10-1-5344	Audio Books-Adult-Winnetka	505223497	79.98			
10-1-5344	Audio Books-Adult-Winnetka	505223801	39.99			
10-1-5344	Audio Books-Adult-Winnetka	505247700	42.99			
10-1-5344	Audio Books-Adult-Winnetka	505284160	47.99			
10-1-5344	Audio Books-Adult-Winnetka	505284161	36.99			
10-1-5344	Audio Books-Adult-Winnetka	505084155	127.97			
10-1-5344	Audio Books-Adult-Winnetka	505084156	39.99			
10-1-5344	Audio Books-Adult-Winnetka	505120471	49.99			
10-1-5344	Audio Books-Adult-Winnetka	505120475	24.99			
10-1-5344	Audio Books-Adult-Winnetka	505153769	79.98			
10-1-5443	DVDs-Juv-Winnetka	505084161	26.24			
10-1-5443	DVDs-Juv-Winnetka	505084165	15.74			
10-1-5443	DVDs-Juv-Winnetka	505084160	32.24			
10-1-5443	DVDs-Juv-Winnetka	505176825	38.24			
10-1-5443	DVDs-Juv-Winnetka	505190902	41.22			
10-1-5443	DVDs-Juv-Winnetka	505247667	32.24			
10-1-5443	DVDs-Juv-Winnetka	505247702	15.74			
10-2-5443	DVDs-Juv-Northfield	505176827	38.24			
10-2-5443	DVDs-Juv-Northfield	505084159	26.24			
10-2-5443	DVDs-Juv-Northfield	505084158	32.24			
10-2-5443	DVDs-Juv-Northfield	505247668	32.24			
10-2-5443	DVDs-Juv-Northfield	505190903	24.74			
10-1-5343	DVDs-Adult-Winnetka	505084153	209.15			
10-1-5343	DVDs-Adult-Winnetka	505084154	317.23			
10-1-5343	DVDs-Adult-Winnetka	505084164	11.24			
10-1-5343	DVDs-Adult-Winnetka	505084166	97.48			
10-1-5343	DVDs-Adult-Winnetka	505084167	27.99			
10-1-5343	DVDs-Adult-Winnetka	505119596	74.96			
10-1-5343	DVDs-Adult-Winnetka	505119599	44.98			
10-1-5343	DVDs-Adult-Winnetka	505120470	59.98			
10-1-5343	DVDs-Adult-Winnetka	505120479	36.58			
10-1-5343	DVDs-Adult-Winnetka	505120480	33.73			
10-1-5343	DVDs-Adult-Winnetka	505120482	16.48			
10-1-5343	DVDs-Adult-Winnetka	505120483	23.98			
10-1-5343	DVDs-Adult-Winnetka	505153762	97.46			
10-1-5343	DVDs-Adult-Winnetka	505153767	100.45			
10-1-5343	DVDs-Adult-Winnetka	505153768	15.74			
10-1-5343	DVDs-Adult-Winnetka	505153813	144.70			
10-1-5343	DVDs-Adult-Winnetka	505153815	7.49			
10-1-5343	DVDs-Adult-Winnetka	505190891	171.47			
10-1-5343	DVDs-Adult-Winnetka	505190892	288.60			
10-1-5343	DVDs-Adult-Winnetka	505284171	53.98			
10-1-5343	DVDs-Adult-Winnetka	505284166	155.18			
10-1-5343	DVDs-Adult-Winnetka	505284169	55.98			
10-1-5343	DVDs-Adult-Winnetka	505284172	21.74			



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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5343	DVDs-Adult-Winnetka	505190895	22.49			
10-1-5343	DVDs-Adult-Winnetka	505190898	74.22			
10-1-5343	DVDs-Adult-Winnetka	505190899	128.96			
10-1-5343	DVDs-Adult-Winnetka	505190904	7.49			
10-1-5343	DVDs-Adult-Winnetka	505223495	97.45			
10-1-5343	DVDs-Adult-Winnetka	505223496	85.22			
10-1-5343	DVDs-Adult-Winnetka	505223803	89.97			
10-1-5343	DVDs-Adult-Winnetka	505247669	59.97			
10-1-5343	DVDs-Adult-Winnetka	505247703	14.99			
10-1-5343	DVDs-Adult-Winnetka	505284164	46.48			
VILLAGE OF WINNETKA				18103	04/25/24	<u>29,351.79</u>
10-0-5111	Health Insurance	Inv 2024-00000004	29,351.79			
BAKER & TAYLOR				18104	04/25/24	<u>3,120.07</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	BAKER & TAYLOR	476.35			
10-2-5341	Books-Non-Fiction-Adult-Northfield	BAKER & TAYLOR	154.59			
10-0-5120	Library Supplies	BAKER & TAYLOR	320.70			
10-1-5340	Books-Fiction-Adult-Winnetka	BAKER & TAYLOR	1,128.63			
10-2-5340	Books-Fiction-Adult-Northfield	BAKER & TAYLOR	383.60			
10-2-5441	Books-Non-Fiction-Juv-Northfield	BAKER & TAYLOR	36.04			
10-1-5440	Books-Fiction-Juv-Winnetka	BAKER & TAYLOR	435.59			
10-2-5440	Books-Fiction-Juv-Northfield	BAKER & TAYLOR	184.57			
MIDWEST TAPE				18105	04/25/24	<u>447.31</u>
10-2-5344	Audio Books-Adult-Northfield	MIDWEST TAPE	44.99			
10-0-5120	Library Supplies	MIDWEST TAPE	41.43			
10-2-5343	DVDs-Adult-Northfield	MIDWEST TAPE	83.86			
10-1-5344	Audio Books-Adult-Winnetka	MIDWEST TAPE	79.98			
10-1-5343	DVDs-Adult-Winnetka	MIDWEST TAPE	197.05			
QUILL CORPORATION				18106	04/25/24	<u>33.43</u>
10-0-5121	Office Supplies	Inv 38007277	33.43			
Ntiva				18107	04/25/24	<u>2,351.91</u>
10-0-5135	LAN Management	Inv 233406	2,351.91			
NATIONWIDE RETIREMENT SOLUTIONS				18119	04/30/24	<u>1,475.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,475.00			
NATIONWIDE RETIREMENT SOLUTIONS				18120	04/30/24	<u>1,225.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			
COMCAST				18121	04/30/24	<u>434.45</u>
10-0-5176	Internet Services	COMCAST	434.45			
NATIONWIDE RETIREMENT SOLUTIONS				18122	04/30/24	<u>1,475.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,475.00			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
NATIONWIDE RETIREMENT SOLUTIONS				18123	04/30/24	<u>1,225.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			
NORTH SHORE GAS				18124	04/30/24	<u>851.11</u>
10-1-5174	Natural Gas - Winnetka	NORTH SHORE GAS	851.11			
NATIONWIDE RETIREMENT SOLUTIONS				18125	04/30/24	<u>1,225.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			
PITNEY BOWES				18126	04/30/24	<u>100.00</u>
10-0-5123	Postage	Postage Refill	100.00			
NATIONWIDE RETIREMENT SOLUTIONS				18127	04/30/24	<u>1,225.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			
VILLAGE OF WINNETKA				18128	04/30/24	<u>2,474.49</u>
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	71.01			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	2,217.55			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	-218.40			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	46.59			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	98.65			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	22.66			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	2.00			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	68.60			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	26.12			
10-1-5173	Storm Sewer - Winnetka	VILLAGE OF WINNETKA	139.71			
COMED				18129	04/30/24	<u>736.41</u>
10-2-5171	Electricity - Northfield	COMED	736.41			
VILLAGE OF NORTHFIELD				18130	04/30/24	<u>56.50</u>
10-2-5172	Water - Northfield	VILLAGE OF NORTHFIELD	56.50			
Peerless Network				18131	04/30/24	<u>41.25</u>
10-1-5175	Telephone - Winnetka	Peerless Network	41.25			
COMCAST				18132	04/30/24	<u>71.95</u>
10-0-5176	Internet Services	COMCAST	71.95			
NICOR				18133	04/30/24	<u>262.59</u>
10-2-5174	Natural Gas - Northfield	NICOR	262.59			
First Bankcard				18134	04/30/24	<u>19,741.30</u>
10-0-5731	Memberships	Munoz - Continuing Education	46.00			
10-0-5732	Staff Recognition/Events/Meetings	Quish - Long sleeve t-shirts for staff	653.62			
10-0-5732	Staff Recognition/Events/Meetings	Volny - Treats for Staff Mtg	35.10			
10-0-5732	Staff Recognition/Events/Meetings	Mall - Supplies for staff event	52.44			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5732	Staff Recognition/Events/Meetings	Melero - Bday and Anniversaries	55.00			
10-0-5732	Staff Recognition/Events/Meetings	Melero - Debbies welcome snacks	20.09			
10-0-5732	Staff Recognition/Events/Meetings	Melero - Debbies welcome snacks	54.33			
10-0-5732	Staff Recognition/Events/Meetings	Melero - Sandys farewell party (cookies)	29.94			
10-0-5732	Staff Recognition/Events/Meetings	Melero - Sandys farewell party	53.84			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Staff Welcome Lunch	28.82			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Board Birthday Treats	16.35			
70-0-5725	Janitorial Supplies	Morgan - Replacement Janitor Supplies	158.14			
70-0-5725	Janitorial Supplies	Karwowska - Janitorial supplies? (Dishwasher fluid)	17.96			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	34.72			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Refund for line above	-34.72			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	40.41			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	57.62			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	23.66			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	25.16			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	103.49			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	33.95			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	14.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	28.55			
10-0-5114	Professional Development	Karwowska - Prof Dev	45.00			
10-0-5114	Professional Development	Dombrowski - MD ALA Conference Registration	410.00			
10-0-5114	Professional Development	Karwowska - Prof Dev	399.00			
10-0-5114	Professional Development	Mall - ALA conference	429.00			
10-0-5114	Professional Development	Melero - AI Trainting	161.00			
10-0-5114	Professional Development	Munoz - Continuing Education	38.00			
10-0-5114	Professional Development	Munoz - Continuing Education	38.00			
10-0-5114	Professional Development	Munoz - Continuing Education	260.00			
10-0-5114	Professional Development	Munoz - Continuing Education	747.92			
10-0-5114	Professional Development	Munoz - Continuing Education	48.61			
10-0-5114	Professional Development	Swenson - PLA Registration	347.00			
10-0-5114	Professional Development	Volny - ALA Registration	410.00			
10-0-5114	Professional Development	Volny - ALA Flights	684.21			
10-0-5120	Library Supplies	Volny - Study Room Supplies	17.99			
10-0-5120	Library Supplies	Quish - Acrylic sign holders	274.18			
10-0-5120	Library Supplies	Volny - Front Desk Supplies	146.32			
10-0-5120	Library Supplies	Melero - Diaper Pail	29.95			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Mall - Tech Services supplies	15.00			
10-0-5120	Library Supplies	Karwowska - Library Supplies	143.92			
10-0-5120	Library Supplies	Karwowska - Library Supplies	-143.92			
10-0-5121	Office Supplies	Melero - Office Supplies	67.47			
10-0-5121	Office Supplies	Munoz - OFFICE SUPPLIES	42.86			
10-0-5121	Office Supplies	Melero - Office Supplies	141.21			
10-0-5121	Office Supplies	Karwowska - Office Supplies	15.99			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Youth Videogames	69.99			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Youth Videogames	59.99			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Youth Videogames	89.15			
10-0-5134	Software	Mall - Virtual event hosting	127.97			
10-0-5134	Software	Mall - Prime membership for District	139.00			
10-0-5134	Software	Swenson - Office 365 Entra Subscriptions	7.20			
10-0-5134	Software	Swenson - PowerBI Licenses	30.00			
10-0-5134	Software	Swenson - Office 365 Subscriptions	192.50			
10-0-5134	Software	Swenson - Apple Developer Subscription	105.19			
10-0-5134	Software	Swenson - Tax Rebate from Apple	-6.19			
10-0-5134	Software	Swenson - Creative Cloud Subscriptions	295.90			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	19.97			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	47.37			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	121.52			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	13.99			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	15.96			
10-0-5906	Programming - Studio	Mall - Seed Library supplies	23.50			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	173.93			
10-0-5906	Programming - Studio	Munoz - Equipment supplies	320.40			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	59.99			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	42.68			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	52.98			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	12.49			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	61.36			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	12.99			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	41.93			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	144.97			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	53.75			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	77.52			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	15.00			
10-0-5906	Programming - Studio	Munoz - PROGRAMMING	20.99			
10-1-5347	Adult Videogames	Mall - Materials	17.98			
10-1-5347	Adult Videogames	Mall - Materials	67.94			
10-1-5347	Adult Videogames	Mall - Materials	39.89			
10-1-5347	Adult Videogames	Mall - Materials	44.95			
10-1-5347	Adult Videogames	Mall - Materials	99.13			
10-2-5347	Adult Videogames	Mall - Materials	214.52			
10-2-5347	Adult Videogames	Mall - Materials	69.96			
10-2-5347	Adult Videogames	Mall - Materials	39.89			
10-0-5124	Hospitality	Melero - Directors Lunch	142.34			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Youth Videogames	89.15			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Youth Videogames	59.99			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Youth Videogames	69.99			

# Winnetka-Northfield Public Library District

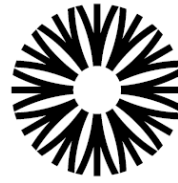
## Check Register

All Bank Accounts

April 1, 2024 - April 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5907	Programming - Youth	Karwowska - Youth Programming	29.98			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	16.99			
10-0-5907	Programming - Youth	Dombrowski - NF Connect 4 Lawn Game	76.81			
10-0-5907	Programming - Youth	Morgan - Scavenger Hunt	11.95			
10-0-5907	Programming - Youth	Morgan - Youth Program	186.40			
10-0-5907	Programming - Youth	Morgan - Youth Program	67.93			
10-0-5907	Programming - Youth	Morgan - Family Science	17.98			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	102.91			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	24.98			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	18.95			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	75.38			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	9.95			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	33.72			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	79.92			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	143.19			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	10.79			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	24.27			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	96.42			
10-0-5907	Programming - Youth	Karwowska - Youth Programming WBK	11.99			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	61.97			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	10.79			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	54.44			
10-0-5907	Programming - Youth	Karwowska - Youth Programming	13.99			
10-1-5439	Kits	Karwowska - Early Lit Kits	18.99			
10-1-5439	Kits	Karwowska - Early Lit Kits	207.00			
10-1-5439	Kits	Karwowska - Early Lit Kits	224.28			
10-0-5177	Website/Platform Fees	Swenson - Content Server Backup	1.14			
10-0-5177	Website/Platform Fees	Swenson - Content Server Hosting	5.00			
10-0-5308	Reading Programs	Karwowska - Summer Reading	2,500.00			
10-0-5700	Public Relations	Karwowska - PR? (Library Crawl stamps)	157.91			
10-0-5723	PR Supplies	Quish - Reorder business cards	44.39			
10-0-5723	PR Supplies	Quish - Images for Summer Reading	33.00			
10-0-5724	Marketing/Advertising	Quish - Staff & board head shots	5,650.00			

**Check List Total**      201,411.78



## MAY 2024 DIRECTOR’S REPORT

### **STAFF UPDATES**

Anniversaries: Kathy Skiba, Graphic Designer, 4/2 (6 years); Sarah Quish, Marketing & PR Manager, 4/3 (7 years); Pattie Phelan, Patron Services Assistant, 4/10 (7 years).

Comings: Zoe Caggiano joined us as our new FT Studio Specialist on 4/10. Zoe is a New Trier grad and a long-time Studio user well-versed in all our equipment!

Goings: Donna Bozzo, Branch Services Assistant, left to pursue other career opportunities.

### **STAFF SHOUT OUTS**

- Community Engagement Librarian Sydney, Branch Services Librarian Rebecca, Adult Services Librarian Erin, and Youth Services Manager Anna curated a display of books and resources at both branches for Autism Awareness Month in conjunction with the local organization, “Have Dreams.”
- IT Manager Mark attended a session at the PLA Conference on reclassifying part of the Dewey Decimal 200 Range to improve collection browsability and better reflect religious diversity in the world and 21<sup>st</sup> century America. After the management team agreed to adopt this approach, he worked with Tech Services Supervisor Stephanie to reclassify 600 of our 700 items as of this report.
- Branch Services Librarian Lisa created a collection management analysis tool that allows her to better curate Northfield’s non-fiction collection, which she oversees. Implementing this data-driven curation process has resulted in a 12% increase in average weekly circulation of the collection compared to 2023!
- Youth Services Manager Anna worked with colleagues to plan the first ever WNPLD-Glencoe-Wilmette Library Crawl, which had patrons visiting all three libraries for stamps that were redeemable for a prize at the Book Stall. 45 people finished.

### **FINANCES** (Target = 83.33% based on 10 months into our fiscal year)

- We are at 105.57% of our expected operating revenues (above budget).
- We are at 70.54% of our budgeted operating expenses (below budget).

### **PROGRAMMING**

#### **Youth**

Category	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Programs	50	55	-9.09%	506	534	-5.24%
Live Attendees	1,623	1,352	20.04%	15,071	11,173	34.89%
Passive Programming	4,613	2,500	84.52%	43,075	22,926	87.89%

#### **Highlights**

Art Play (NF)	38 attendees (a record high!) celebrated the eclipse by creating moons made of glue and shaving cream.
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Bluey Character Party (NF)	69 attendees celebrated all things Bluey with crowns, sticker sheets & more.
Sensory Shenanigans (WN & NF)	92 attendees came to enjoy pop up tents with ball pit style balls, which were a big hit!
Astrology Jewelry (WN)	2 teens who saw our Make Your Own Bracelet Teen Learn It Kit came to learn how to use the supplies inside to make friendship bracelets.

## Adults

Category	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
<b>Programs</b>	24	16	<b>50.00%</b>	204	189	<b>7.94%</b>
<b>Live Attendees</b>	583	425	<b>37.18%</b>	4,724	4,607	<b>2.54%</b>
<b>Recording Attendees</b>	382	381	<b>0.26%</b>	2,233	3,322	<b>-32.78%</b>

## Highlights

Secret North Shore: A Guide to the Weird, Wonderful, & Obscure (IP @ NF)	36 patrons came to learn about the lesser-known history of the North Shore, with a special focus on Winnetka, Northfield, and Kenilworth.
A Taste for Poison (IP @ NF)	35 patrons came to learn about the effects of poison on the human body and various delivery methods from lethal umbrellas to killer curries.
Eastland: Chicago's Deadliest Day film screening (IP @ WN)	35 patrons enjoyed a screening of the Emmy award winning documentary followed by Q&A with Executive Producer Harvey Moshman.
Rachel Carson: A Living History Portrayal by Leslie Goddard (V)	Crowd favorite Leslie Goddard portrayed Rachel Carson and discussed her love for nature and passion for writing for 73 attendees.

(IP)= In-Person Program (V)=Virtual Program

## Studio

Category	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
<b>1:1s</b>	168	95	<b>76.84%</b>	2,502	923	<b>171.07%</b>
<b>Programs</b>	15	19	<b>-21.05%</b>	134	136	<b>-1.47%</b>
<b>Attendees</b>	42	113	<b>-62.83%</b>	764	939	<b>-18.64%</b>

## Highlights

Cosmic Wreath	Studio Specialist Annie led 6 patrons through the design of a cosmic-themed paper wreath. One regular has built a growing collection to decorate her home!
Zodiac Coasters	11 patrons came together to create constellation coasters using etching techniques, one of which involved alcohol inks on glass.

## Community Engagement

Category	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
<b>Youth Events</b>	3	2	<b>50.00%</b>	22	23	<b>-4.35%</b>
<b>Adult Events</b>	2	2	<b>0.00%</b>	35	19	<b>84.21%</b>
<b>Family Events</b>	-	-	-	11	16	<b>-31.25%</b>
<b>Total Events</b>	<b>5</b>	<b>4</b>	<b>25.00%</b>	<b>68</b>	<b>58</b>	<b>17.24%</b>
<b>Youth Attendance</b>	98	19	<b>415.79%</b>	622	791	<b>-21.37%</b>
<b>Adult Attendance</b>	19	16	<b>18.75%</b>	707	213	<b>231.92%</b>
<b>Family Attendance</b>	0	-	-	1,765	1,580	<b>11.71%</b>
<b>Total Attendance</b>	<b>117</b>	<b>35</b>	<b>234.29%</b>	<b>3,094</b>	<b>2,584</b>	<b>19.74%</b>

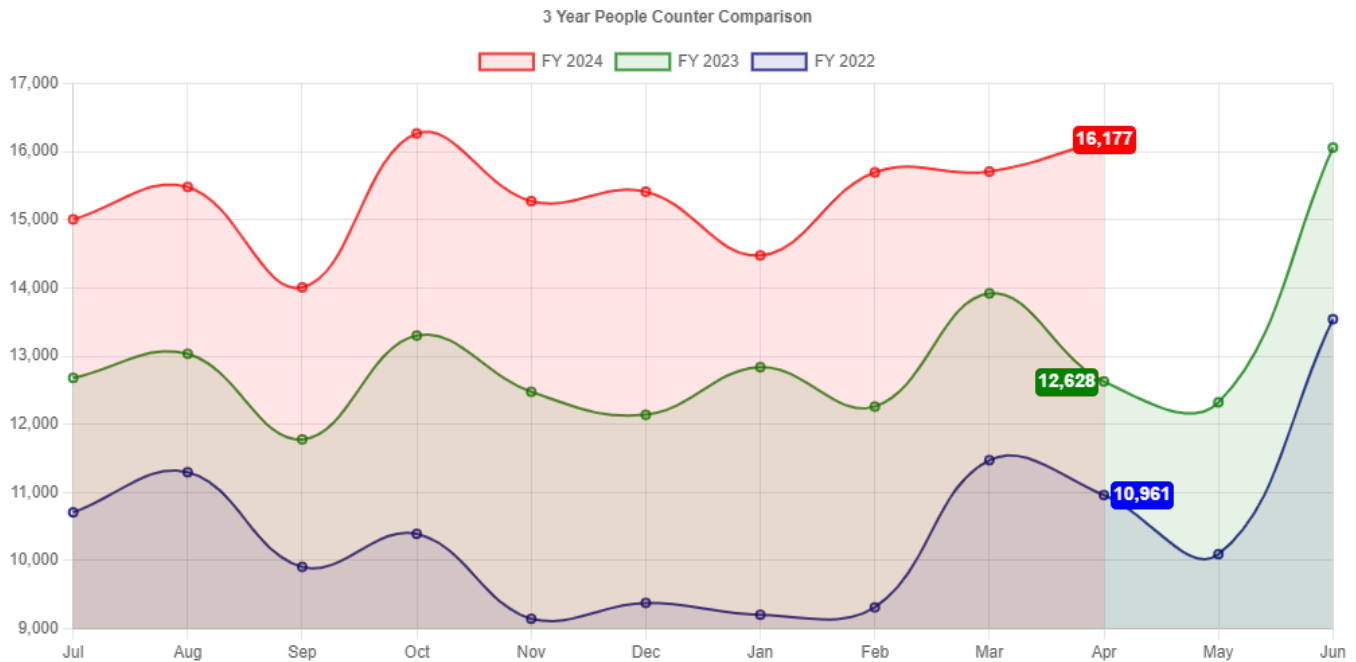
## Highlights

Northfield Community Nursery School Storytimes	Branch Librarian Rebecca did five storytime sessions at Northfield Community Nursery School for preschoolers ranging from 2-5 years old.
Illinois Poetry Society National Poetry Month Display	To celebrate National Poetry Month in April, the Illinois Poetry Society curated displays at both locations showcasing Illinois poets' works, which has become a lovely annual tradition at WNPLD.

## SERVICES

### Visitors

Building	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Winnetka	11,094	8,788	26.24%	107,080	89,501	19.64%
Northfield	4,763	3,528	35.01%	43,514	34,015	27.93%
<b>Total</b>	<b>15,857</b>	<b>12,316</b>	<b>28.75%</b>	<b>150,594</b>	<b>123,516</b>	<b>21.92%</b>
Virtual	320	312	2.56%	2,900	3,533	17.92%
<b>Total</b>	<b>16,177</b>	<b>12,628</b>	<b>28.10%</b>	<b>153,494</b>	<b>127,049</b>	<b>20.81%</b>



### Cardholders

Activity	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
New Cards	71	83	-14.46%	932	1104	-8.09%
Community	24APR	23APR	Mo. % +/-	24APR %POP	23APR %POP	% Change
Winnetka	6,369	6,244	2.00%	49.98%	49.00%	0.98%
Northfield	2,467	2,326	6.06%	42.90%	40.45%	2.45%
<b>Total District</b>	<b>8,836</b>	<b>8,570</b>	<b>3.10%</b>	<b>47.78%</b>	<b>46.34%</b>	<b>1.44%</b>
Kenilworth	404	388	4.12%	16.07%	15.43%	0.64%
<b>Total Cards</b>	<b>9,240</b>	<b>8,958</b>	<b>3.15%</b>	<b>43.98%</b>	<b>42.64%</b>	<b>1.34%</b>



## Desk Questions

Category	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Adult	2,905	1,970	47.46%	23,401	20,772	12.66%
Youth	417	491	-15.07%	4,587	6,186	-25.85%
Digital Services	14	177	-92.09%	632	1,500	-57.87%
<b>Total</b>	<b>3,336</b>	<b>2,638</b>	<b>26.46%</b>	<b>28,620</b>	<b>28,458</b>	<b>0.57%</b>

## TECHNOLOGY

### Computer Usage

Location	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Winnetka	393	390	0.77%	4,149	4,295	-3.40%
Northfield	231	238	-2.94%	2,231	2,227	0.18%
<b>Total</b>	<b>624</b>	<b>628</b>	<b>-0.64%</b>	<b>6,380</b>	<b>6,522</b>	<b>-2.18%</b>

### Hotspot Usage

Location	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Winnetka Sessions	18,540	20,854	-11.10%	193,706	214,630	-9.75%
Northfield Sessions	2,456	3,803	-35.42%	34,175	42,774	-20.10%
<b>Total</b>	<b>20,996</b>	<b>24,657</b>	<b>-14.85%</b>	<b>227,881</b>	<b>257,404</b>	<b>-11.47%</b>
Winnetka Bandwidth	586 GB	638 GB	-8.15%	5,529 GB	5,350 GB	3.35%
Northfield Bandwidth	133 GB	66 GB	101.52%	1,073 GB	761 GB	41.00%
<b>Total</b>	<b>719 GB</b>	<b>704 GB</b>	<b>2.13%</b>	<b>6,602 GB</b>	<b>6,111 GB</b>	<b>8.03%</b>

### Website Visits

Activity	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Total Visits	10,705	7,870	36.02%	115,358	85,916	34.27%
Unique Visits	6,574	5,040	30.44%	72,582	55,871	29.91%

## MARKETING

### Email Subscribers

24APR	% Cardholders	23APR	Open Rate	Click Rate
10,594	115.96%	10,693	55%	2%

Open Rate: % who opened the email. Click Rate: % who clicked on links inside the email.

### Social Media Activity

Platform	24APR Impres.	23APR Impres.	Mo. % +/-	24APR Reach	23APR Reach	Mo. % +/-	24APR Engage.	23APR Engage.	Mo. % +/-
YouTube	57,304	-	-	1,779	-	-	0	-	-
Facebook	17,510	-	-	17,288	-	-	303	-	-
Instagram	9,529	-	-	1,011	-	-	232	-	-
Twitter/X	3,411	-	-	0	-	-	253	-	-
LinkedIn	733	-	-	321	-	-	63	-	-
<b>Total</b>	<b>88,487</b>	<b>-</b>	<b>-</b>	<b>20,399</b>	<b>-</b>	<b>-</b>	<b>851</b>	<b>-</b>	<b>-</b>

Impressions: # of times the content has been seen/viewed. Reach: # of people seeing content for the first time.

Engagements: # of comments, likes, shares, & click-throughs.

## **COLLECTIONS**

### **Physical Adult (By Location)**

Location	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Winnetka	10,411	9,666	7.71%	104,648	96,434	8.52%
Northfield	3,648	3,349	8.93%	37,549	38,805	-3.24%

### **Physical Youth (By Location)**

Location	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Winnetka	14,255	13,041	9.31%	145,107	139,032	4.37%
Northfield	2,967	2,786	6.50%	32,976	36,721	-10.20%

### **Physical Miscellaneous**

Lending Type	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Kenilworth Patrons	732	1,234	-40.68%	9,990	11,100	-10.00%
Borrowed from Other Libraries	1,649	1,480	11.42%	17,449	17,134	1.84%

### **Physical Adult (By Type)**

Material Type	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Books	8,486	8,236	3.04%	85,059	85,046	0.02%
Fiction	4,611	4,559	1.14%	47,659	47,176	1.02%
Nonfiction	3,875	3,677	5.38%	37,400	37,870	-1.24%
Audiobook - CD	200	210	-4.76%	2,042	2,701	-24.40%
Music CD	83	95	-12.63%	891	1,204	-26.00%
Playaway	8	13	-38.46%	249	439	-43.28%
DVD/Blu-Ray	2,435	2,332	4.42%	27,509	27,080	1.58%
Magazine	222	182	21.98%	2,179	2,120	2.78%
Videogame	18	14	28.57%	230	274	-16.06%
Computing Device	3	7	-57.14%	56	45	24.44%
Library of Things	29	14	107.14%	242	187	29.41%
Other	243	0	-	838	64	1209.38%
Non-CCS ILL	29	39	-25.64%	367	381	-3.67%
Sent Out	2,303	1,873	22.96%	22,535	15,697	43.56%
<b>Total</b>	<b>14,059</b>	<b>13,015</b>	<b>8.02%</b>	<b>142,197</b>	<b>135,238</b>	<b>5.15%</b>

### **Physical Youth (By Type)**

Material Type	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
Books	12,309	12,327	-0.15%	130,504	132,955	-1.84%
Fiction	10,160	10,245	-0.83%	109,351	112,626	-2.91%
Nonfiction	2,149	2,082	3.22%	21,153	20,329	4.05%
Audiobook - CD	4	25	-84.00%	41	225	-81.78%
Playaway	196	243	-19.34%	2,238	2,245	-0.31%
DVD/Blu-Ray	598	654	-8.56%	7,312	9,617	-23.97%

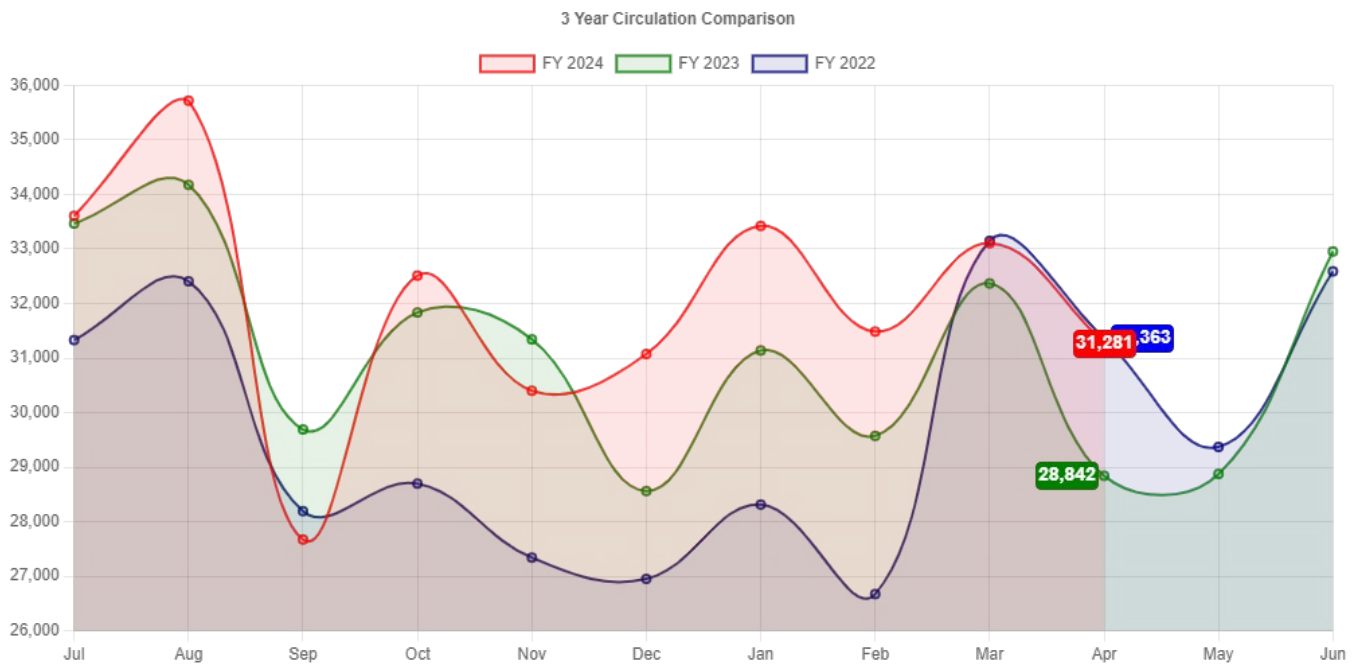
Videogame	285	213	33.80%	2,818	2,372	18.80%
Computing Device	69	37	86.49%	662	533	24.20%
Vox Reader	419	272	54.04%	3,744	2,927	27.91%
Youth Kits	79	50	58.00%	701	495	41.62%
Other	6	20	-70.00%	259	397	-34.76%
In House Circulation	3,254	1,986	63.85%	29,778	23,776	25.24%
<b>Total</b>	<b>17,222</b>	<b>15,827</b>	<b>8.81%</b>	<b>178,083</b>	<b>175,753</b>	<b>1.33%</b>

### MTD Total Physical Circulation

24APR Physical Circulation	23APR Physical Circulation	Net Change
31,281	28,842	8.46%

### YTD Total Physical Circulation

FY23-24 YTD Physical Circulation	FY22-23 YTD Physical Circulation	Net Change
320,280	310,991	2.99%

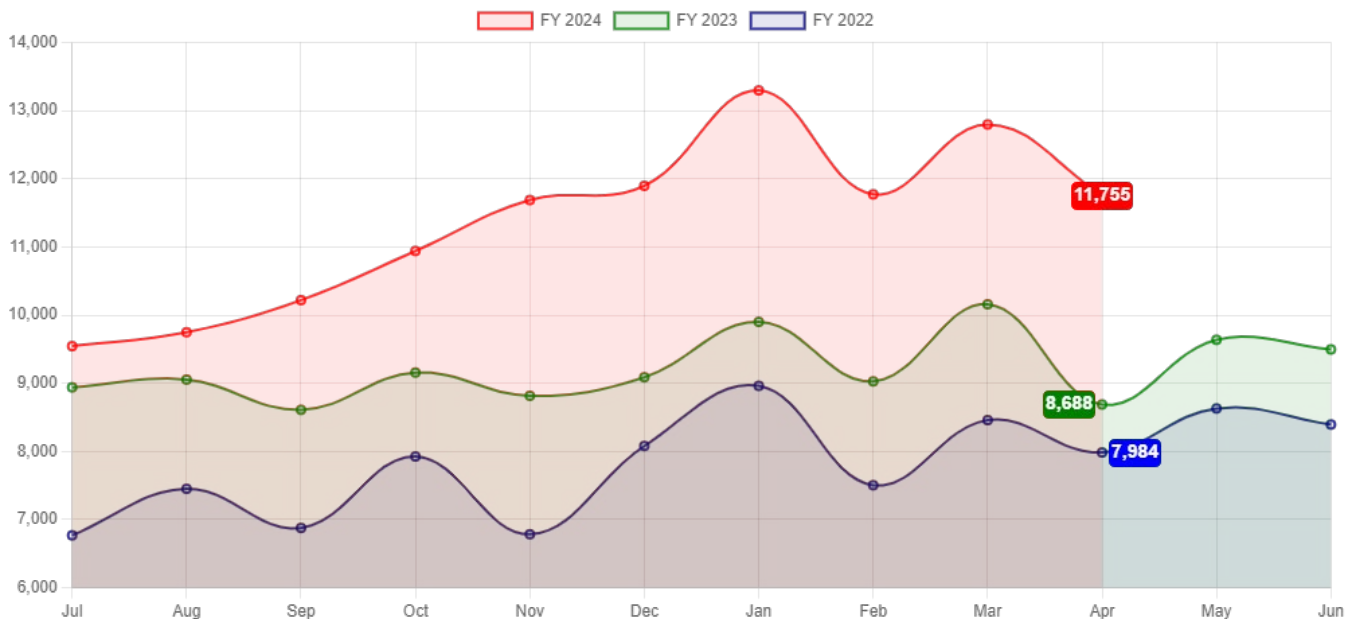


### Digital Circulation

Material Type	24APR	23APR	Mo. % +/-	FY23-24 YTD	FY22-23 YTD	FY % +/-
eBooks	4,736	4,187	13.11%	46,842	41,503	12.86%
eAudiobooks	4,247	3,444	23.32%	40,532	31,766	27.60%
eMagazines*	2,224	625	255.84%	20,851	13,598	53.34%
eVideos	502	391	28.39%	4,949	4,113	20.33%
eMusic	46	41	12.20%	474	458	3.49%
<b>Total</b>	<b>11,755</b>	<b>8,688</b>	<b>35.30%</b>	<b>113,648</b>	<b>91,438</b>	<b>24.29%</b>

\*Vendor made a change & now auto delivers new issues of eMags to those with a copy checked out.

3 Year eResource Comparison



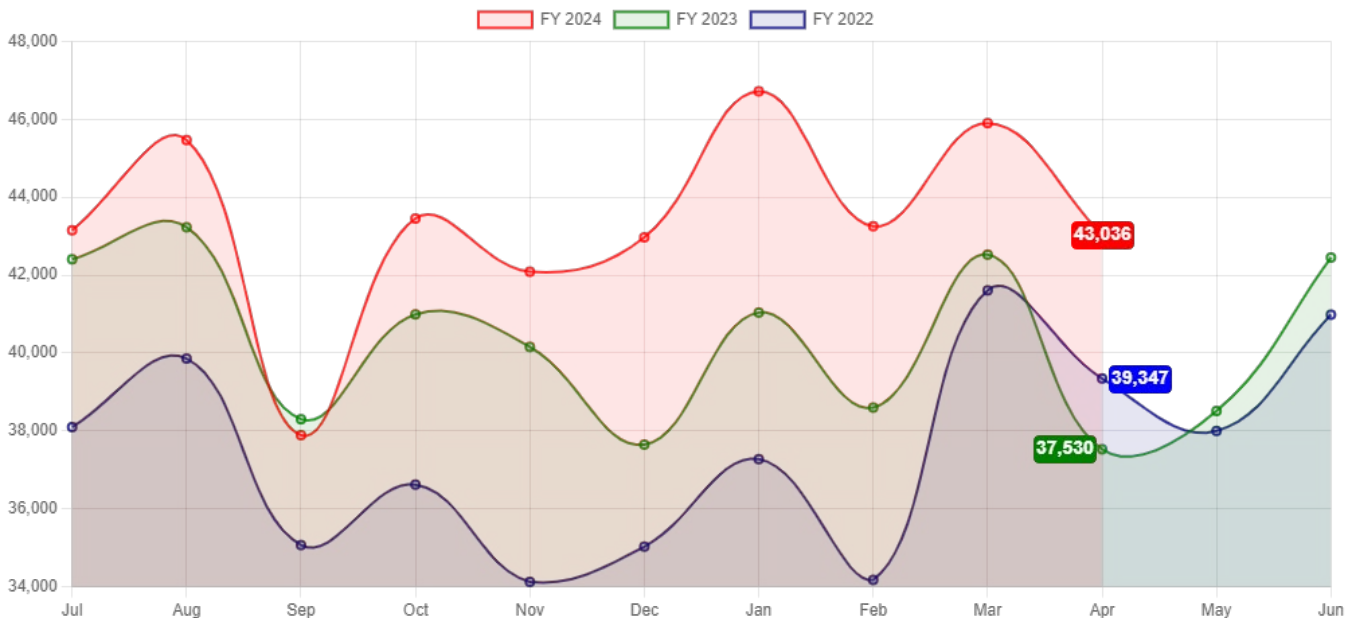
**MTD Total District Circulation**

24APR District Circulation	23APR District Circulation	Net Change
43,036	37,530	14.67%

**YTD Total District Circulation**

FY23-24 YTD District Circulation	FY22-23 YTD District Circulation	Net Change
433,928	402,430	7.83%

3 Year Combined Circulation Comparison



## **IMPACT STORIES**

### **Branch Services**

- General Feedback
  - Librarian Rebecca provided a patron with the latest resources on healthy aging, thanks to Librarian Lisa's efforts to curate a nonfiction collection tailored to and reflective of our patrons' needs and interests.
  - Shout out to Branch Services Assistant Stephanie in recognition of her kindness, thoroughness and attention while locating resources on dementia for a patron. The patron expressed her gratitude and appeared more relaxed when she left.
  - A community member said it was a "lifesaver" to use the Northfield Community Room for a Zoom call when the Winnetka study rooms were all booked. We are happy this patron had resources and options within the district to meet her needs in a timely manner.
- Feedback for A Taste for Poison: *"Great presentation. I already have his book checked out!"*
- Feedback for Medicare 101: *"I realized I knew nothing about Medicare and now I know a little. I shared this information with some co-workers who are to sign up for Medicare or should look at which Medicare supplement insurance is right for them."*

### **Community Engagement**

- Feedback on the Library Crawl between WNPLD, Glencoe, and Wilmette libraries:
  - *"What a great idea to get us to other libraries!"*
  - *"We came here for the library crawl, and we just had to come back because we loved everything, we checked out here; this library is amazing!"*
  - *"This is such a lovely idea! I never would've come in if not for the Library Crawl."*

### **Youth Services**

- General feedback:
  - A patron recounted that her kids were able to cook dinner for their grandparents from a cookbook they checked out from the library and how special an experience it was!
  - A tween let us know she's checked out each Teen Learn It Kit at least once and told all her friends about them! The mom said it was nice to give her a kit, which she can use for hours on her own!
  - A regular at our baby storytime has started sitting and listening to the stories and he has started doing the hand movements to the songs! His caretaker was so excited at this new development that she came rushing up to me after I passed out the toys to tell me about how he's learning so much from the program!
  - A patron and her family were inspired to see the eclipse after attending the Eclipse Dome Program in March. They returned after the eclipse to report that the experience was just incredible and if it weren't for attending library programming, they never would have known how amazing the experience could be.
  - *"Thank you for having lots of kids programming! My home library—although it's big—doesn't seem to do as much as you do and you're way smaller."*
  - *"Taylor Swift coloring page? The library knows its audience. Grab another one for your sister."*

## Adult Services

- General Feedback: Betsy saw a patron she knew, said hello, and asked how she was. The patron shared that she was struggling due to the recent and sudden loss of her spouse. Betsy listened as the patron spoke about her husband, showed some photos on her phone, and asked for help finding books on grief. Betsy asked if her daughter had been in earlier that day as Betsy, Erin, and Courtney had helped someone else find some books after saying she'd just lost her father. Both mother and daughter expressed their thanks, appreciating the help finding materials and the kind words from the library staff.
- Feedback for 100 Things to Do in Illinois Before You Die: *"Very engaging speaker, great topic!"*
- Feedback for Apollo 13: NASA's Near Disaster with Terry Lynch: *"I enjoyed his casual but no-nonsense approach to keeping it factual."*
- Feedback for Next Chapter Book Club with Author Kathleen Rooney: *"It was my first time at your library - I'm very impressed with the variety of programs you offer! Thank you!"*
- Feedback for Eastland: Chicago's Deadliest Day film screening: *"It was a fantastic presentation. I learned so much that I never knew before. Thanks for bringing this to us!"*
- Feedback for Florence Nightingale: A Dramatic Portrayal: *"It is always so enjoyable and amazing to listen to one of these interpreters/actors of true events to bring a historical figure to life. I feel it is enriching. Thank you for supporting this."*
- Feedback for The History of The Beatles' Sgt. Pepper's Lonely Hearts Club Band:
  - *"First - Gary Wenstrup fabulous presentations! Second - Virtual! I am disabled/homebound zoom brings the world to my home. Conversation with real people of topics I am passionate about! Third - our Library host is so welcoming, kind, it nice to be greeted to hear your name and is filled with joy which she shares with all. Filled my heart with joy tonight thank you for making a difference in my life and day."*
  - *"Really enjoyed this for a date night with my hubby!"*
  - *"I love all the presentations Gary does, not only the information he provides but also the visuals are excellent - the combination of brief clips, photos and captions or partial quotes. He could do a presentation on doorknobs, and I would attend!"*
- Feedback for Out of this World: Films Featuring Women in Space:
  - *"Great speaker. Thank you for offering the program virtually. I am a disabled/homebound person. I struggled with loneliness and depression prior to 2020 for almost 10 years. Covid opened up the world via virtual programing, which enriches my life. I am now a part of a community again. I can engage in topics and have meaningful conversations in real time with participants and the knowledgeable presenters. Thank you for making a difference in my life today."*
  - *"Thank you for having zoom events. We who are homebound appreciate it. ;-)"*
  - *"Not being a SCI FI follower, I found this overview quite enlightening and informative. Seeing the movie clips to support the information presented was quite helpful. Thank you."*
- Feedback for Conquering the Camino: *"More unique travel ideas like this would be great. Thanks!"*
- Feedback for From Uptown Girls to Downton Abbey: *"Great mix of facts and fun contemporary cultural references. Loved it!"*
- Feedback for Rachel Carson: A Living History Portrayal by Leslie Goddard:
  - *"The library has a wonderful selection of events offered on Zoom for those who can't get to the library in the evenings."*

- *“Love that it is a zoom program. As a female with a biology degree excited to see what females can do and their impact.”*
- *“Leslie Goddard is so good at what she does. I'm grateful the Winnetka-Northfield Library continues to engage her to educate our community.”*
- *“Love learning about interesting people and thru a webinar like this one becomes stimulated to learn more.”*

### **Digital Services**

- Our newest Studio Specialist Zoe led a fantastic bomber jacket workshop where patrons learned to sew, embroider, and personalize their own jackets. Five one-of-a-kind creations emerged, showcasing the Studio's ability to empower and connect.
- The Studio unearthed a pop culture gem! Studio Specialist Dennis helped a patron convert old VHS tapes, one of which turned out to be the original South Park pilot! This fascinating find, a gift from a FOX executive, included their prediction that the show's "inappropriate nature" would lead to success elsewhere.
- Studio Specialist Mikayla spotted patrons proudly carrying tote bags around town they made in her sewing class – a testament to the lasting impact of our programs!

### **Additional Comments**

- From Kathy, our Graphic Designer, while walking into the library: *“I just overheard two patrons with young kids walking out of the library and one commented to the other, “This library keeps getting better and better!”*
- From Robin Smith, Executive Director of Zion-Benton Public Library District: *“I was in Skokie at the NorthShore/Endeavor Orthopedics check-in desk when the guy asked if I was still a librarian (probably trying to verify insurance in a less clinical manner). He said that his wife used to be a member of the Winnetka-Northfield Library Board and that while they had been through a bad patch, he liked the current status of library service and the administration. So, thumbs up for providing a positive library topic in a random, everyday location!”*

## **Paid Parental Leave Policy**

### **Purpose**

At Winnetka-Northfield Public Library District, we are committed to providing a supportive and family-friendly workplace. Our paid parental leave policy aims to allow employees to take the necessary time off to care for and bond with a new child without the stress of financial strain.

### **Eligibility & Accruals**

Full-time staff who have completed at least 12 months of employment are eligible for up to twelve (12) weeks of paid parental leave. Part-time staff who have completed at least 12 months of employment and work 25 hours or more per week are eligible for up to six (6) weeks of paid parental leave.

Parental leave begins at the onset of the triggering event (birth, adoption, or placement of a child) and must be used within one year. Exceptions may be made that allow parental leave to begin early if a medical or legal situation makes it necessary.

The first 6 weeks must be taken at the onset of the triggering event. Once that time has been used, full-time employees may choose to use their remaining 6 weeks in one 6-week block or two 3-week blocks.

Paid parental leave is provided in addition to existing vacation, sick, and personal time accruals, though vacation time does not accrue while paid parental leave is being used.

Use of additional paid time off (vacation, sick, personal) in conjunction with paid parental leave is subject to operational needs and Executive Director approval.

### **Compensation**

Paid parental leave time is compensated at the employee's current hourly rate. Payment will be made on regularly scheduled pay dates and standard payroll taxes and deductions will apply. During paid parental leave, the library will maintain all benefits, as if an employee continues to remain actively employed.

### **Approval Process**

Employees wishing to use paid parental leave should email the library's Business Manager at least 30 days prior to the expected start date of their leave. The Executive Director may override the 30-day time window based on circumstances. The request should include the anticipated start date, return date, and all necessary medical and/or legal documentation. The Business Manager will review the request and accompanying documentation and notify the employee of the approval dates within 14 days of submission.